

Mayor Steven J. Carrington  
Deputy Mayor Pamela Melin  
Council Member Richard W. Best  
Council Member Carolina Anzilotti  
Council Member John Alcantra  
Council Member Thomas Ojala IV  
Council Member Joshua Tudor

City Manager John Moosey  
City Clerk Shelly M. Acteson, CMC  
City Attorney Sarah Heath, Esq.

**City of Palmer, Alaska**  
**Regular City Council Meeting**  
**July 26, 2022, at 6:00 PM**  
City Council Chambers  
231 W. Evergreen Avenue, Palmer  
[www.palmerak.org](http://www.palmerak.org)

## AGENDA

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### A. CALL TO ORDER

### B. ROLL CALL

### C. PLEDGE OF ALLEGIANCE

### D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
  - a) **Action Memorandum No. 22-045:** Confirming the Mayor's Nomination of Penny Mosher and John Murphy for Appointment to the Planning and Zoning Commission with Terms Ending December 31, 2024 (page 3)
  - b) Introduction and set public hearing date of August 9, 2022, for **Ordinance No. 22-005:** to Rezone Tax Parcel C-21, T18N, R2E, S33, from C-L, Limited Commercial to C-G, General Commercial (page 7)
2. Approval of Minutes of Previous Meetings
  - a) July 12, 2022, Regular Meeting (page 49)

### E. COMMUNICATIONS AND APPEARANCE REQUESTS

### F. REPORTS

1. City Manager's Report (page 53)
  - Insurance Activity
2. Mayor's Report
3. City Clerk's Report
4. City Attorney's Report (page 57)

### G. AUDIENCE PARTICIPATION

### H. PUBLIC HEARINGS

1. **Resolution No. 22-021:** Submitting a Question to the City's Qualified Voters at the October 4, 2022, City of Palmer Election, Pertaining to Eligibility of Council Members and the Mayor (page 59)
2. **Resolution No. 22-005-A:** Amending the City of Palmer Budget for the Fiscal Year Ending December 31, 2022 (page 63)

### I. ACTION MEMORANDA

### J. UNFINISHED BUSINESS

1. **Ordinance No. 22-004:** Amending the Palmer Municipal Code 2.04.031 and 2.05.020, Pertaining to Eligibility of Council Members and the Mayor (page 69)

### K. NEW BUSINESS

**L. RECORD OF ITEMS PLACED ON THE TABLE**

**M. AUDIENCE PARTICIPATION**

**N. EXECUTIVE SESSION**

**O. COUNCIL MEMBER COMMENTS**

**P. ADJOURNMENT**

**Tentative Future Palmer City Council Meetings**

<b>Meeting Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Notes</b>
<b>August 9</b>	Regular	6 pm	
<b>August 23</b>	Regular	6 pm	
<b>Sept. 13</b>	Regular	6 pm	
<b>Sept. 27</b>	Regular	6 pm	
<b>October 10</b>	Special	6 pm	Certify election
<b>October 11</b>	Regular	6 pm	
<b>October 25</b>	Regular	6 pm	

**City of Palmer**  
**Action Memorandum No. 22-045**

**Subject:** Confirming the Mayor's Nomination of Penny Mosher and John Murphy for Appointment to the Planning and Zoning with Terms Ending December 31, 2024

**Agenda of:** July 26, 2022

**Council Action:**     **Approved**                     **Amended:** \_\_\_\_\_  
                                  **Defeated**

**Originator Information:**

**Originator:**    Mayor Carrington via City Manager's Office

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ 1,200

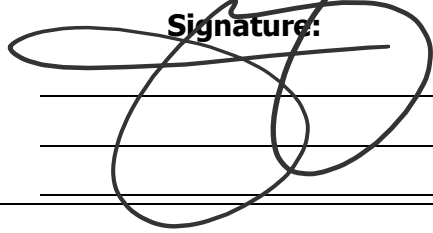
- This legislation (√):
- Creates revenue in the amount of:                    \$ \_\_\_\_\_
  - Creates expenditure in the amount of:                    \$ 1,200
  - Creates a saving in the amount of:                    \$ \_\_\_\_\_
  - Has no fiscal impact

Funds are (√):

- Budgeted                    Line item(s): 01-01-12-6059
- Not budgeted                    \_\_\_\_\_

Director of Finance Signature: 

**Approved for Presentation By:**

	Signature:	Remarks:
City Manager		_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. Planning and Zoning Applications

**Summary Statement/Background:**

The Planning and Zoning Commission is a seven-member board with two seats that expired December 31, 2021.

Public notice of this recruitment was posted on the City’s website, published in The Frontiersman, and posted on the City of Palmer’s social media sites.

The applicants met code requirements and after review, Penny Mosher and John Murphy are nominated for appointment to fill the vacant seats.

**Administration’s Recommendation:**

Approve Action Memorandum No. 22-045.



**City of Palmer • City Clerk's Office**  
**231 W. Evergreen Ave. Palmer, AK 99645**  
 Phone: (907) 761-1301 • Fax: (907) 761-1340

**Application for City Board or Commission**

Date: 5/19/2022

Name of Board/Commission Applying For: (Planning & Zoning)

Name: John Murphy

Residence Address: 999 W edinborough Dr Palmer, AK 99645

Mailing Address: Same As Above

Phone Number(s):  
 Home: (907) 793-7671 Work: (907) 563-3424 Cell: (907) 793-7671

Email: john.murphy@dxpe.com

Employer: DXP | Alaska Pump & Supply Occupation: Project Manager

Member or active interest in the following organizations:  
 \_\_\_\_\_  
 \_\_\_\_\_

Please explain your reason for applying (if necessary, continue on back or on a separate sheet):  
 Looking to get more involved in the community

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests. Please note: this form and all of the information contained on the form is subject to the Public Records Act. All information will be treated as public information.

Signature [Handwritten Signature] Date 5/19/2022

**For office use only:**

Date Received: 5/23/22 Received By: [Handwritten Signature] Attachments?  Yes  No

Appointed:  Yes  No AM No.: \_\_\_\_\_ Council Meeting Date: \_\_\_\_\_

Reappointment Date(s): \_\_\_\_\_

Date Left Board or Commission: \_\_\_\_\_



**City of Palmer • City Clerk's Office**  
**231 W. Evergreen Ave. Palmer, AK 99645**  
Phone: (907) 761-1301 • Fax: (907) 761-1340

**Application for City Board or Commission**

Date: 7/6/2022

Name of Board/Commission Applying For: Planning and Zoning

Name: Gladys L (Penny) Mosher

Residence Address: 1460 S Andre Circle, Palmer AK 99645

Mailing Address: Same as Above

Phone Number(s):

Home: \_\_\_\_\_ Work: (907) 428-6910 Cell: (907) 775-9864

Email: pl.mosher@outlook.com

Employer: Alaska Army National Guard Occupation: Budget Analyst

Member or active interest in the following organizations:

Planning and Zoning Commission  
\_\_\_\_\_  
\_\_\_\_\_

Please explain your reason for applying (if necessary, continue on back or on a separate sheet):

I would like to continue to serve as a servant to the community of Palmer on the Planning and Zoning Commission. By serving in this position, my goal is first to serve the community by better understanding the current codes and have a continued voice within our community. I have lived in Palmer for 25 years, I enjoy the hometown atmosphere and the community members of Palmer.

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests. Please note: this form and all of the information contained on the form is subject to the Public Records Act. All information will be treated as public information.

Gladys L (Penny) Mosher //signed//

Signature \_\_\_\_\_ Date July 6, 2022

**For office use only:**

Date Received: [Signature] Received By: [Signature] Attachments?  Yes  No

Appointed:  Yes  No AM No.: \_\_\_\_\_ Council Meeting Date: \_\_\_\_\_

Reappointment Date(s): \_\_\_\_\_

Date Left Board or Commission: \_\_\_\_\_

**City of Palmer  
Ordinance No. 22-005**

**Subject:** Amending the Zoning Map to Revise the Zoning Designation of Lot C-21, Township 18N Range 2E Section 33 to be rezoned from C-L, Limited Commercial District, to C-G, General Commercial District, Seward Meridian, Alaska.


**Agenda of:** July 26, 2022 - Introduction

**Council Action:**     **Adopted**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:** Brad Hanson, Community Development Director

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development		_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ \_\_\_\_\_

This legislation (√):

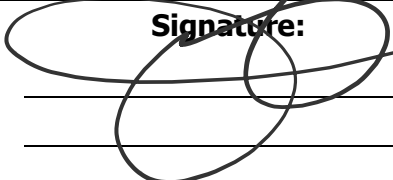
- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- Creates expenditure in the amount of:                      \$ \_\_\_\_\_
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): \_\_\_\_\_
- Not budgeted                      \_\_\_\_\_

Director of Finance Signature: 

**Approved for Presentation By:**

	Signature:	Remarks:
City Manager		_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. Ordinance No. 22-005
2. Planning and Zoning Commission Resolution No. 22-004 with Findings of Facts
3. Planning and Zoning Commission Minutes for June 16, 2022 (Draft Copy)
4. Staff Report
5. Public Notice and Vicinity Map for Council Public Hearing of June 16, 2022
6. Zoning Map Amendment Application
7. Public Comments Received for City Council Public Hearing

**Summary Statement/Background:**

On May 6, 2022, Dale & Catherine Fosselman initiated a zoning map amendment to change the zoning designation of Lot C-21, T18N R2E S33 to be rezoned from C-L, Limited Commercial District, to C-G, General Commercial District.

The owners are requesting a zone change to allow for higher intensity of commercial uses on the property. Expansion of the Central Business District allows for commercial development opportunities. Commercial activities have expanded in the surrounding area in recent years. The recent amendments to the Central Business District allow for flexibility for downtown parking as well as opportunities for economic development and more compatible use of land. The surrounding zoning districts consist of R-3, C-L and P zoning and have had no recent significant condition changes to the area. The zoning map amendment would support the objectives and goals of the City's Comprehensive Plan by encouraging commercial development that would expand the commercial footprint of downtown Palmer.

Ordinance No. 22-0XX will change the zoning designation of Lot C-21, T18N R2E S33 from C-L, Limited Commercial District, to C-G, General Commercial District.

**Administration's Recommendation:**

Adopt Ordinance No. 22-005 to amend the Zoning Map to revise the designation of Lot C-21, Township 18N Range 2E Section 33 to be rezoned from C-L, Limited Commercial District, to C-G, General Commercial District, Seward Meridian, Alaska.



**LEGISLATIVE HISTORY**

Introduced by:

Date:

Public Hearing:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Ordinance No. 22-005**

**An Ordinance of the Palmer City Council Enacting the Zoning Map to Revise the Zoning Designation of Lot C-21, Township 18N Range 2E Section 33 to be rezoned from C-L, Limited Commercial District, to C-G, General Commercial District, Seward Meridian, Alaska.**

WHEREAS, Dale & Catherine Fosselman, have initiated a zoning map amendment application on May 6, 2022, to change the zoning designation of Lot C-21, T18N R2E S33 to be rezoned from C-L, Limited Commercial District, to C-G, General Commercial District; and

WHEREAS, a request for a zoning map amendment must be reviewed by the Planning and Zoning Commission and a recommendation reflecting the findings of the Commission must be forwarded to the City Council; and

WHEREAS, on May 31, 2022, 159 public hearing notices were mailed to property owners within 1,200' of the site in accordance with 17.80.030. Notification of the public hearing was published in the Frontiersman on June 10, 2022. A total of one written comment of no objection was received in response; and

WHEREAS, Goal 1 of Chapter 6, Land Use, from the Palmer Comprehensive Plan promotes growth guided to make Palmer an increasingly attractive place to live, work, invest and visit; and

WHEREAS, Goal 5 encourages the development of high quality buildings that reflects Palmer's historical character; and

WHEREAS, Goal 6 of Chapter 6 supports improvements to the downtown area to help insure Palmer's traditional downtown is lively, attractive, and inviting for residents and visitors.

THE CITY OF PALMER, ALASKA, ORDAINS:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provisions of this ordinance or application thereof to any person or circumstances are held invalid, the remainder of this ordinance and the application to the other persons or circumstances shall not be affected thereby.

Section 3. The City of Palmer Zoning Districts Map dated November 2017 is hereby amended to revise the zoning designation of Lot C-21, T18N R2E S33 from C-L, Limited Commercial District, C-G, General Commercial District.

Section 4. Effective Date. Ordinance No. 22-005 shall take effect upon adoption by the city of Palmer City Council.

**Passed and approved** this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk

PALMER PLANNING AND ZONING COMMISSION

RESOLUTION NO. 22-004

A RESOLUTION OF THE PALMER PLANNING AND ZONING COMMISSION RECOMMENDING CITY COUNCIL APPROVE A ZONING MAP AMENDMENT FOR LOT C-21, TOWNSHIP 18N RANGE 2E SECTION 33 TO BE REZONED FROM C-L, LIMITED COMMERCIAL DISTRICT, TO C-G, GENERAL COMMERCIAL DISTRICT, SEWARD MERIDIAN, ALASKA

WHEREAS, Dale & Catherine Fosselman, have initiated a zoning map amendment application on May 6, 2022, to change the zoning designation for Lot C-21, T18N R2E S33 to be rezoned from C-L, Limited Commercial District, C-G, General Commercial District; and

WHEREAS, a request for a zoning map amendment must be reviewed by the Planning and Zoning Commission and a recommendation reflecting the findings of the Commission must be forwarded to the City Council; and

WHEREAS, on May 31, 2022, 159 public hearing notices were mailed to property owners within 1,200' of the site in accordance with 17.80.030. Notification of the public hearing was published in the Frontiersman on June 10, 2022. A total of one written comment of no objection was received in response; and

WHEREAS, Goal 1 of Chapter 6, Land Use, from the Palmer Comprehensive Plan promotes growth guided to make Palmer an increasingly attractive place to live, work, invest and visit; and

WHEREAS, Goal 5 encourages the development of high quality buildings that reflects Palmer's historical character; and

WHEREAS, Goal 6 of Chapter 6 supports improvements to the downtown area to help insure Palmer's traditional downtown is lively, attractive, and inviting for residents and visitors.

The following facts support a finding that this zone change is in accordance with the Zoning Code, Title 17, and the Comprehensive Plan:

**Fact 1:**

- a) The proposed change would support the objectives and goals of the City's Comprehensive Plan by encouraging commercial development that will improve business opportunities
- b) A commercial development will expand the commercial footprint of downtown Palmer and will reflect Palmer's character and historical setting with high quality architecture while maintaining the traditional appeal of Palmer.
- c) The proposed change will guide development so there is a balance between residential and commercial development.

**Fact 2:**

- a) The property for the proposed rezone is contiguous to P Public Use District zoning on the South and East, C-L Limited Commercial District and R-3 Medium Density Multifamily Residential District zoning on the North side, C-G General Commercial District zoning to the West of the lot.
- b) The lot is located adjacent to an active Public zone with the Palmer Police and the Alaska State Troopers detachment, the Mat-Su Pre-Trial Facility and the Alaska Court System Palmer. Among the other comparable land use in the subject area are attorney offices. Across the railroad right-of-way are small businesses such as retail, gift shops and short-term rentals. Many restaurants and dining establishments are within walking distance from the property; convenient for visitors of Palmer while staying at this location.
- c) PMC 17.27.060 establishes a minimum lot size for dwelling units that would make the development compatible with surrounding properties.

**Fact 3:**

- a) This property is a double frontage lot and has access on South Valley Way and East Cottonwood Avenue, allowing adequate flow of traffic for business development.
- b) Utilities are available to serve the proposed use of property as General Commercial, current water and sewer are set in place and will support the proposed structure.
- c) The proposed change is from C-L, Limited Commercial District to C-G, General Commercial District; there would be little to no impact on public schools. The nearest public school is 0.7 miles from the property.

**Fact 4:**

- a) Expansion of the Central Business District allows for commercial development opportunities. Commercial activities have expanded in the surrounding area in recent years.
- b) The surrounding zoning districts consist of R-3, C-L and P zoning and have had no recent significant condition changes to the area. The recent amendments to the Central Business District allow for flexibility for downtown parking as well as opportunities for economic development and more compatible use of land.

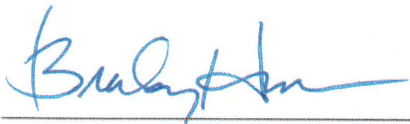
**Fact 5:**

- a) The proposed change does not grant the owner any special privilege as the property in question is contiguous to public zoning and commercial development.

- b) The proposed change is consistent with the public welfare by allowing this property to be developed for commercial activity for the benefit of Palmer residents and visitors.

NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council approve the Zoning Map Amendment for Lot C-21, Township 18N Range 2E Section 33 from C-L, Limited Commercial District C-G, General Commercial District.

Passed by the Planning and Zoning Commission of the City of Palmer, Alaska, this 16<sup>th</sup> day of June, 2022.



Brad Hanson  
Director, Community Development



Casey Peterson (Jul 8, 2022 16:37 AKDT)

Casey Peterson, Chairperson

**PLANNING & ZONING COMMISSION  
CITY OF PALMER, ALASKA**

**REGULAR MEETING  
THURSDAY, JUNE 16, 2022  
7:00 P.M. - COUNCIL CHAMBERS**

**A. CALL TO ORDER:**

The regular meeting of the Planning and Zoning Commission was called to order by Chair Peterson at \* p.m.

**B. ROLL CALL:**

Constituting a quorum, present in person were Commissioners:

Casey Peterson, Chair  
Linda Combs  
Lisbeth Jackson  
Penny McClain  
Kristy Thom Bernier

Also present:

Brad Hanson, Community Development Director

**C. PLEDGE OF ALLEGIANCE:** The Pledge was performed.

**D. APPROVAL OF AGENDA:**

The agenda was approved as presented by all members present.  
[Thom Bernier, McClain, Jackson, Combs, Peterson]

**E. MINUTES OF PREVIOUS MEETINGS:** No minutes were presented.

**F. REPORTS:**

Director Hanson reported on the recent City Council/Board of Economic Development Joint Meeting at which the BED presented its Resolution to encourage the Council to fund a planning study for implementation of potential improvements for the downtown railroad right-of-way. The Council appropriated \$20,000 for the project.

**G. AUDIENCE PARTICIPATION:**

Andrew Melevanski, 380 N. Eklutna Street, spoke regarding the city land between him and his neighbor, the Andersons, raising concerns about it becoming a snow dump and asked for it to be vacated.

**H. PUBLIC HEARINGS:**

- 1. Resolution No. 22-004:** A Resolution of the Palmer Planning and Zoning Commission Recommending City Council Approve a Zoning Map Amendment for Tax Parcel C-21 to be rezoned from C-L Limited Commercial to C-G General Commercial, located within Section 33, Township 18 North, Range 2 East, Seward Meridian, Alaska.

Director Hanson provided a staff report informing that the applicants/owners of the property are Dale

and Catherine Fosselman and that on May 31, 2022, 159 public hearing notices were mailed to property owners within 1200' of the site. Notification and publication requirements pursuant to code have been met. A total of 1 written comment was received in response. He spoke to background, including site information, parcel size, existing, zoning, surrounding land uses, other considerations and code requirements.

#### Findings of Fact:

Pursuant to PMC 17.80.036.C, the report of the Commission shall give consideration as to what effect the proposed change would have on public health, safety, welfare and convenience, and for a map amendment show whether:

Fact 1) The proposed change is in accordance with the borough and city comprehensive plans.

Staff finds the following support in the Comprehensive Plan:

- Goal 1, of Chapter 6, Land Use, from the Palmer Comprehensive Plan promotes growth-guided to make Palmer an increasingly attractive place to live, work, invest and visit.
- Goal 5 encourages the development of high-quality buildings that reflects Palmer's historical character.
- Goal 6 of Chapter 6 supports improvements to the downtown area to help ensure Palmer's traditional downtown in lively, attractive, and inviting for residents and visitors.
- The proposed change would support the goals and objectives of the City's Comprehensive Plan by encouraging commercial development that will improve business opportunities.
- Guide development so there is the right balance of residential and commercial uses to ensure the City maintains its fiscal health.
- These new building will reflect Palmer's character and historical setting with high quality architecture while maintaining the traditional appeal of Palmer.
- The proposed change will provide more accommodations in the downtown area as well as encourage spending for visitors and tourists.

Fact 2) The proposed change is compatible with surrounding zoning districts and the established land use pattern.

Staff finds:

- The property for the proposed rezone is contiguous to P Public Use District zoning on the South and East, C-L Limited Commercial District and R-3 Medium Density Multifamily Residential District zoning on the North side, C-G General Commercial District zoning to the West of the lot.
- The lot is located adjacent to an active Public zone with the Palmer Police and the Alaska State Troopers detachment, the Mat-Su Pre-Trial Facility and the Alaska Court System, Palmer. Among the other comparable land use in the subject area are attorney offices. Across the railroad right-of-way are small businesses such as retail, gift shops and short-term rentals. Many restaurants and dining establishments are within walking distance from the property, convenient for visitors of Palmer while staying at this location.
- PMC 17.32.060 establishes a minimum lot size of 7,200 square feet. The property is 1.6 acres, sufficient to provide adequate parking, landscaping and buffering from adjacent lots.

Fact 3) Public facilities such as schools, utilities and streets are adequate to support the proposed change.

Staff finds:

- This property is a double frontage lot and has access on South Valley Way and East Cottonwood Avenue, allowing adequate flow of traffic along with incoming and outgoing visitors.
- Utilities are available to serve the proposed use of property as General Commercial; current water and sewer are set in place and will support the proposed structure.
- The proposed change is from C-L, Limited Commercial District to C-G, General Commercial District; there would be little to no impact on public schools since the proposed commercial lease space. The nearest public school is 0.7 miles from the property.

Fact 4) Changed conditions affecting the subject parcel or the surrounding neighborhood supports the proposed change.

Staff finds:

- Expansion of the Central Business District allows opportunities for commercial development opportunities. Commercial activities have expanded in the surrounding area in recent years.
- The surrounding zoning districts consist of R-3, C-L, and P zoning and have had no recent significant condition changes to the area. The recent amendments to the Central Business District allow for flexibility for downtown parking as well as opportunities for economic development and more compatible use of land.

Fact 5) The proposed change is consistent with the public welfare and does not grant a special privilege to the owner(s).

Staff finds:

- The proposed change does not grant the owner any special privilege as the property in question is contiguous to public zoning and commercial development.
- The proposed change is consistent with the public welfare by allowing this property to be developed for commercial activity for the benefit of Palmer residents and visitors.

Staff Recommendation:

Based on the information provided by the applicant, public comments received before publication of this report and staff analysis, staff recommends approval of the request to a zoning map amendment from C-L, Limited Commercial District, to C-G, General Commercial District. Lot C-21, T18N R2E S33, is consistent with and in conformance with the Palmer Comprehensive Plan.

If following the Public Hearing, the Commission finds that the applicant's proposal conforms to the Palmer Comprehensive Plan and Zoning Code provisions, then staff recommends that the Commission approve this request for zoning map amendments for Lot C-21, T18N R2E S33 from C-L Limited Commercial District to C-G, General Commercial District and forward a recommendation for approval to the City Council.

If the final vote of the Commission is not to approve the rezone, the Commission's decision is final unless the initiating party or property owner files a written statement with the City Clerk within 20 days of the Commission's decision requesting that the zoning be considered by the City Council.

Applicant's Presentation:



Jesse Carnahan and Matthew Hayes testified on behalf of Applicants, Dale and Catherine Fosselman, speaking to the "spirit" of the applicants' plans for the property.

Alex Pafasalvach spoke to her concern over increased traffic in the neighborhood.

There being no further members of the public to speak, Chair Peterson closed public testimony at 6:39 p.m. and called for the motion, followed by further open discussion regarding the Resolution and unanimous approval of Findings of Fact 1 through 5 as presented by staff.

**Main Motion:** For approval of Resolution No. 22-004, recommending City Council approve a zoning map amendment for Tax Parcel C-21 to be rezoned from C-L Limited Commercial to C-G General Commercial, located within Section 33, Township 18 North, Range 2 East, Seward Meridian, Alaska.

Moved by:	Combs
Seconded by:	Jackson
Vote:	Unanimous (Thom Bernier, Combs Jackson, McClain, Peterson; 2 vacant)
Action:	Motion Carried.

**I. UNFINISHED BUSINESS:** None.

**J. NEW BUSINESS:** None.

**K. PLAT REVIEWS:**

1. **IM 22-009:** Pre-application plat request to create two lots from Tax Parcel D-21 (Parcel #2 of Waiver 95-42 pwm).

Director Hanson provided a staff report, directing attention to the packet (p. 47) for comments from City Departments.

The Commission had no additional comments.

2. **IM 22-010:** Abbreviated plat request to create two lots from Tract A-1, Alaska State Land Survey 96-4, Plat No. 99-62, to be known as Matanuska Brewing.

Director Hanson provided a staff report directing attention to the packet (p. 63); City Departments had no comments or issues.

The Commission had no additional comments.

3. **IM-22-011:** Abbreviated/preliminary plat request to create one lot from Lots 3 & 4, Block 1, Sherrod, Plat No. 12-204, to be known as Lot 3A.

Director Hanson provided a staff report directing attention to packet (p. 73), City Departments had no comments or issues.

The Commission had no additional comments.

4. **IM 22-012:** Pre-application request to vacate the 40' x 114' right-of-way located between Lot 7

and Lot 8 (Block 2, Christensen Add Subd.)

Director Hanson provided a staff report directing attention to the packet (p. 81); City Department comments included: City Manager: Is there a future city need such as a utility corridor? Community Development: Consideration should be given for not compounding an access issue for platted lots to west of property. Public Works: Recommends to NOT vacate. Plan to use as storm water area in the future.

Commissioners McClain and Thom Bernier spoke in agreement with Public Works.

**L. PUBLIC COMMENTS:** None.

**M. COMMISSIONER COMMENTS:**

**Commissioner Combs:**

- Requested for support to initiate change from Industrial at the location of the Brewery; Director Hanson noted he would look into it.

**Chair Peterson:**

- Extended a welcome back from vacation to Commissioner Jackson and welcome to new Commissioner McClain.

**Commissioner Thom Bernier:**

- Reported that Colony Days was very successful and thanked Director Hanson and staff for helping to make it happen.
- Next big event at the Fair Grounds is the Scottish Hyland Games;
- Commented they are gearing up for the Alaska State Fair.

**N. ADJOURNMENT:**

There being no further business, the meeting adjourned without objection at 7:33 p.m.

**APPROVED by the Planning and Zoning Commission this \_\_\_\_ day of July, 2022.**

\_\_\_\_\_  
Casey Peterson, Chair

\_\_\_\_\_  
Brad Hanson, Community Development Director



# Community Development Zoning Map Amendment Application

## Staff Report to Commission

### **PART I. GENERAL INFORMATION**

<b>Location:</b>	T18NR2ES33, C-21	
<b>Site Address:</b>	NHN South Valley Way, Palmer Alaska 99645	
<b>Request:</b>	To rezone the lot from C-L, Commercial Limited, to C-G, Commercial General	
<b>Applicant(s) &amp; Owner:</b>	Dale and Catherine Fosselman	
<b>Public Hearing Date:</b>	June 16, 2022	
<b>Notification Requirements:</b>	In accordance with 17.80.030	
<p>On May 31, 2022, 159 public hearing notices were mailed to property owners within 1,200' of the site. Notification of the public hearing was published in the Frontiersman on June 10, 2022. A total of 1 written comment was received in response to this rezone application.</p>		

### **PART II. BACKGROUND**

#### **Site Information:**

Lot C-21, Township 18N Range 2E Section 33 is a vacant corner lot that has access from South Valley Way and E. Cottonwood Avenue. The lot is located north of fully developed public zoned lots that include the Palmer Police Department, Alaska State Troopers Detachment and the Mat-Su Pre-Trial Facility. East of Lot C-21 is a vacant property owned by the City of Palmer and Zoned Public. North of C-21 is a single family home and commercial businesses and is zoned R-3, Medium Density Residential. West of the property is the railroad right-of-way and commercial businesses. Zoning is General Commercial.

The property has never been developed.

#### **Parcel Size:**

Lot size is 1.6 acres

#### **Existing Zoning:**

C-L, Limited Commercial District

**Surrounding Land Uses:**

	<b>Zoning</b>	<b>Land use for surrounding areas</b>
North	R-3 & C-L	Medium density residential & commercial offices
East	Public	Court House and Vacant City Property
South	Public	Palmer Police Station and Mat-Su Pre-Trial Facility
West	C-G	Railroad right-of-way & small businesses



**Considerations:**

The intent of the **C-L**, Limited Commercial District is established to serve the daily or frequent convenience shopping and personal service needs of residences, thus serving a population and trade area which is less than that serviced by the Central Business district. The intent of **C-G**, General Commercial District is established in which the principal use of land is for commercial enterprises to provide for commercial enterprises which serve the needs of a large population and a large land area, and to provide a centralization of service by allowing heavier uses.

- **Owners Reason for Request**

We have owned this 1.60-acre lot located in the heart of Palmer for approximately 16 years. In recent years, the surrounding area of Downtown Palmer has dramatically changed. Downtown Palmer is becoming a focal point for the Mat-Su Valley. The surrounding area now hosts many events, live entertainment, great restaurants and two breweries. The area hosts numerous local shops and professional offices. Almost all properties abutting this lot either provide public services (judicial/justice system) or are professional offices spaces (mostly health and legal related).

This lot, while centrally located, has sat vacant (and for sale) for years. The lot is currently zoned "Commercial - Limited," which severely limits the lot's commercial development potential. Specifically, while still permitting development of professional office space, the rezone will also allow for the following additional potential uses providing the basis for a vibrant, mixed-use development:

- a) Hotels, Motels
- b) Bar, cocktail lounge, liquor and beer sales, including brewpubs and wineries;
- c) Cafes, bakeries, bars and restaurants

A preliminary site design plan is attached hereto as **Exhibit 1** of the Zoning Application

**Code Requirements:**

General Commercial minimum lot width is 60 feet and the required minimum lot area is 7,200 square feet. The total square footage of the proposed rezone property is approximately 69,696 square feet, with an average width of 152 feet.

**PART III. FINDINGS OF FACT**

(PMC 17.80.036.C) The report of the Commission shall give consideration as to what effect the proposed change would have on public health, safety, welfare and convenience, and for a map amendment show whether:

**Fact 1)** The proposed change is in accordance with the borough and city comprehensive plans;

Applicant's response:

Yes.  
Mixed-use development including professional office space, retail outlets, restaurants, bakeries, bars, and visitor accommodations is a consistent feature of both the Palmer Comprehensive Plan, Palmer Economic Goals and the Area Wide Plan, a joint vision of the Mat-Su Borough and City of Palmer. More specifically, if the project is developed under the proposed plan, it will:

- a) Facilitate the expansion of the local economy and local business, so residents of
- b) Palmer and surrounding areas can find more of the goods, services and jobs they
- c) need in Palmer;
- d) Strengthen downtown Palmer, which is "the heart of community public life;"
- e) Promote and enhance Palmer's uniqueness and attracting more visitors;
- f) Encourage high quality, attractive development, with ready access to parks and
- g) green space.
- h) e) Improve connections within Palmer;
- i) f) Utilize ideas from planned Business Improvement District, by, *e.g.*, helping
- j) maintain and enhance downtown as a compact, walkable, dynamic, mixed-use
- k) center; and
- l) g) Create new retail, office and lodging space so more residents and businesses can
- m) have convenient access to places of work, commercial services, schools and other
- n) public facilities, by vehicle, sidewalk and trail.

Staff finds the following support in the Comprehensive Plan:

- Goal 1 of Chapter 6, Land Use, from the Palmer Comprehensive Plan promotes growthguided to make Palmer an increasingly attractive place to live, work, invest and visit.
- Goal 5 encourages the development of high-quality buildings that reflects Palmer's historical character.
- Goal 6 of Chapter 6 supports improvements to the downtown area to help ensure Palmer's traditional downtown is lively, attractive, and inviting for residents and visitors.
- The proposed change would support the goals and objectives of the City's Comprehensive Plan by encouraging commercial development that will improve business opportunities
- Guide development so there is the right balance of residential and commercial uses to ensure the City maintains its fiscal health

- These new building will reflect Palmer’s character and historical setting with high quality architecture while maintaining the traditional appeal of Palmer.
- The proposed change will provide more accommodations in the downtown area as well as encourage spending for visitors and tourists.

**Fact 2)** The proposed change is compatible with surrounding zoning districts and the established land use pattern;

Applicant’s response:

The proposed change is compatible with the surrounding Zoning districts because the development will help provide a transition from the several types of land use surrounding the area. For example:

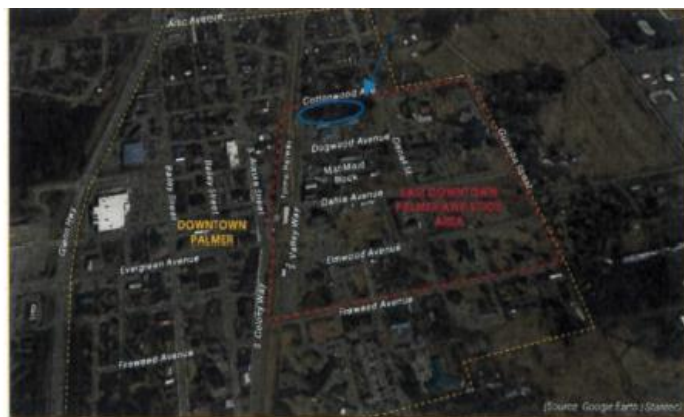
- a) Land to the south is institutional (Public Safety, Mat-Su Pretrial)
- b) To the west is Commercial - General
- c) To the north is residential and Commercial - Light

As such, the proposed rezoning will complement the land use pattern of surrounding areas and help the City of Palmer (especially the downtown area) become a more integrated whole. The subject parcel is surrounded by a variety of land uses: public safety, professional offices in what used to be single family residences, two residences, and vacant city property. The rezoning will allow us to combine many of these land uses into a single, comprehensive development to further help unify the land use areas in the Palmer's downtown district.

The approximate location of the lot is shown in the illustrations located on the next page. The two illustrations were taken from the *East Downtown Palmer Area Wide Study Plan* ("AWP"). As shown, this parcel is located in the "East Downtown Palmer" area located adjacent to public facilities/courthouse, and close to the Mat-Maid block of town. According to the AWP, "East Downtown Palmer lags behind the other downtown areas in terms of vibrancy, business activity, and infill development." If the city of Palmer permits rezoning of this lot, the rezoning will help create new economic opportunities in Palmer and renewed vibrancy in the area.

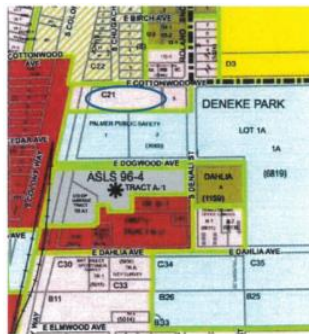


**FIGURE ES-1 - AREA CONTEXT MAP**  
(Source: Google Earth | Stantec)



**FIGURE ES-2 - DOWNTOWN AREA CONTEXT MAP**  
(Source: Google Earth | Stantec)  
Existing aerial of Downtown Palmer (delineated in orange) and the AWP Study Area (delineated in red dashed line)

A cropped version of the *City of Palmer Current Zoning Districts* is shown directly below. As shown in the map, multiple lots located directly West are zoned "Commercial General" (red). Properties to the North and East of the lot are zoned "Public" (blue). The lot abutting the East property line is owned by the City of Palmer, is vacant, and is zoned "Commercial Limited" (pink). Lot C22 is also owned by the City of Palmer, is Vacant, and is zoned "Medium Density Residential" (yellow with stripes). There are believed to be one residential property (possibly two) across the street from the requested rezoning, which is zoned "Medium Density Residential" (yellow with stripes). There are at least three professional offices located on the same street (E. Cottonwood Ave.) and are zoned Limited Commercial. The second lot after turning north on South Denali St. (Lot 10-1) provides accommodations for students at a local bible college.



According to the *City of Palmer Central Business District Vicinity Map* (shown on page 4 below), our lot is part of the Central Business District ("CBD"). Palmer City Code 17.30.010 states that the intent of the central business district . . . is to establish consistent procedures and standards for the traditional downtown in the city of Palmer that is unique or requires additional consideration due to their character, historical importance or importance to the town's economic well-being. The overlay districts will assist Palmer to promote and protect the public health, safety, comfort, character, convenience and general welfare in the central business district (CBD) overlay zone while meeting the goals established in the comprehensive plan.



As shown in the map above, while the subject parcel is part of the CBD. Under the City's code, a property in the CBD is zoned to allow commercial activities such as "Large retail establishment (+20,000)". However, it is unclear how the CBD applies Limited Commercial Zoning. Nonetheless, rezoning the lot to Commercial - General will provide clear guidance for securing development and investment opportunities, and will help clarify ambiguities during the permitting process. Furthermore, over the last several years, the Mat-Maid block has begun developing a new atmosphere with the addition of the Palmer Ale House and two breweries. While the surrounding area is developing, this lot remains one of the largest undeveloped, privately owned real estate parcels with commercial development potential within the heart of

Palmer. The property is ideally situated to connect the following areas:  
 Downtown area restaurants, cafes, bars, shops, and lodging;  
 The Palmer Depot and greenbelt;  
 Justice system and professional office areas (mostly legal/medical professions);  
 The Mat-Maid Block with music, entertainment, breweries, and restaurant;  
 North Palmer's cafes/coffee, shops, restaurants, Railbelt trail and skate park;  
 While this property is in a prime location, it is not without its challenges. One of the main issues with the current zoning is that it abuts the Palmer Correctional Facility. The current zoning makes it extremely challenging to construct aesthetically pleasing Commercial - Limited development or construct single residential homes.  
 Our vision is to develop this parcel into a vibrant mixed-use area with development opportunities for high quality retail, tourism/service, professional, accommodations and other industries. We hope to construct a minimum of two (2) multi-use buildings that could provide additional space for, *e.g.*, professional office space, retail stores, restaurants, hospitality/lodging, and other potential services. In addition, we intend to provide off street parking, pedestrian pathways and green spaces as part of a comprehensive site design stretching almost a complete city block.

Staff Finds:

- The property for the proposed rezone is contiguous to P Public Use District zoning on the South and East, C-L Limited Commercial District and R-3 Medium Density Multifamily Residential District zoning on the North side, C-G General Commercial District zoning to the West of the lot.
- The lot is located adjacent to an active Public zone with the Palmer Police and the Alaska State Troopers detachment, the Mat-Su Pre-Trial Facility and the Alaska Court System Palmer. Among the other comparable land use in the subject area are attorney offices. Across the railroad right-of-way are small businesses such as retail, gift shops and short-term rentals. Many restaurants and dining establishments are within walking distance from the property, convenient for visitors of Palmer while staying at this location.
- PMC 17.32.060 establishes a minimum lot size of 7,200 square feet. The property is 1.6 acres, sufficient to provide adequate parking, landscaping and buffering from adjacent lots.

**Fact 3)** Public facilities such as schools, utilities and streets are adequate to support the proposed change;

Applicant's response:

Yes.  
 We paid over \$12,000 as part of the 2010 Blueberry Avenue improvement LID which fixed severe leakage from the City's water system, paved East Cottonwood Avenue, installed sidewalks and streetlights. Two utility stubs to the subject property were installed during construction.  
 No permanent residential units are currently proposed, so there should be no additional burden to schools.  
 Initial site plans include off street parking and pathways to existing restaurants, brewpubs, government facilities, and the courthouse.

Staff finds:

- This property is a double frontage lot and has access on South Valley Way and East Cottonwood Avenue, allowing adequate flow of traffic along with incoming and outgoing visitors.



- Utilities are available to serve the proposed use of property as General Commercial; current water and sewer are set in place and will support the proposed structure.
- The proposed change is from C-L, Limited Commercial District to C-G, General Commercial District; there would be little to no impact on public schools since the proposed commercial lease space. The nearest public school is 0.7 miles from the property.

**Fact 4)** Changed conditions affecting the subject parcel or the surrounding neighborhood support the proposed change;

Applicant's response:

In recent years a variety of new businesses have launched in the East Palmer area including two breweries, the Palmer Ale House, a clothing store, and restaurants. The proposed rezoning will build on the momentum initiated by these ventures

Staff finds:

- Expansion of the Central Business District allows opportunities for commercial development opportunities. Commercial activities have expanded in the surrounding area in recent years.
- The surrounding zoning districts consist of R-3, C-L and P zoning and have had no recent significant condition changes to the area. The recent amendments to the Central Business District allow for flexibility for downtown parking as well as opportunities for economic development and more compatible use of land.

**Fact 5)** The proposed change is consistent with the public welfare and does not grant a special privilege to the owner(s).

Applicant's response:

The proposed development will enhance public welfare by providing the local residents and visitors additional, convenient access to retail, restaurant, accommodations, and office space. In addition, the planned development will:

- a) provide community groups space for events.
- b) provide additional business opportunities for entrepreneurs and professionals.
- c) produce sales and other tax revenue to the City of Palmer and Mat-Su Borough.

Provide additional employment opportunities for residents.  
The proposed change will not grant a special privilege to the owners because the owners are not asking for any special privileges other than the standard permitted uses under the Commercial - General zoning.

Staff finds:

- The proposed change does not grant the owner any special privilege as the property in question is contiguous to public zoning and commercial development.
- The proposed change is consistent with the public welfare by allowing this property to be developed for commercial activity for the benefit of Palmer residents and visitors.

**PART IV. STAFF RECOMMENDATION**

Based on the information provided by the applicant, public comments received before publication of this report and staff analysis, staff recommends approval of the request to a zoning map amendment from C-L, Limited Commercial District, to C-G, General Commercial District Lot C-21, T18N R2E S33, is consistent with, and in conformance with the Palmer Comprehensive Plan.

If, following the Public Hearing, Commission finds that the applicant's proposal conforms to the Palmer Comprehensive Plan and Zoning Code provisions, then staff recommends that the Commission approve this request for zoning map amendment for Lot C-21, T18N R2E S33 from C-L Limited Commercial District to C-G, General Commercial District and forward a recommendation for approval to the City Council.

If the final vote of the Commission is not to approve the rezone, the Commission's decision is final unless the initiating party or property owner files a written statement with the City Clerk within 20 days of the Commission's decision requesting that the zoning be considered by City Council.



DEPARTMENT OF COMMUNITY DEVELOPMENT

Brad Hanson  
Director

Dusten Voehl  
Building Inspector

Beth Skow  
Library Director

Cotton Gore  
Parks & Facilities Manager

Mail: 231 W. Evergreen Ave.  
Location: 645 E. Cope Industrial Way  
Palmer, AK 99645-6748  
Phone: 907-745-3709

May 31, 2022

Dear Property Owner:

The Palmer Planning and Zoning Commission will consider a Zoning Map Amendment application for Tax Parcel C-21, T18N, R2E, S33, initiated by Dale & Catherine Fosselman. The property is located on the corner of S. Valley Way and E. Cottonwood Avenue, Palmer, Alaska.

The property is zoned C-L, Limited Commercial. The request is to rezone the property to C-G, General Commercial. The map on the reverse side of this notice indicates the location of the subject property. For additional information on the C-G District, please refer to Palmer Municipal Code Chapter 17.32, C-G, General Commercial District, located online at: [www.palmerak.org](http://www.palmerak.org).

The Commission will hold a Public Hearing to consider this application and allow an opportunity for public comments. The meeting will be held on June 16, 2022, at 6:00 p.m., in the City Council Chambers located at 231 West Evergreen Avenue, Palmer, Alaska.

If you wish to comment on this issue, you may do so by attending the public hearing or by providing written comments to the Planning and Zoning Commission by **June 13, 2022**. Written comments may be mailed to Department of Community Development, 645 E. Cope Industrial Way, Palmer, Alaska, faxed to 907-745-5443 or emailed to me at: [bahanson@palmerak.org](mailto:bahanson@palmerak.org).

Sincerely,

Brad Hanson



For the following reason, I am (please circle) **in favor of**, **NOT in favor of**, **have no objection to** the approval of the proposed re-zone from C-L, Limited Commercial, to C-G, General Commercial.

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Name: \_\_\_\_\_

Address: \_\_\_\_\_

125 WEST EVERGREEN LLC  
3852 N CLARK-WOLVERINE RD  
PALMER, AK 99645-8708

4 C'S LLC  
1150 S COLONY WAY PMB 361  
PALMER, AK 99645

AHMED CHAUDHRY R  
BUSHRA GHULAM  
339 S BAILEY ST  
PALMER, AK 99645

AK FAM RESOURCE CTR INC  
c/o ALASKA FAMILY SERVICES  
1825 S CHUGACH ST  
PALMER, AK 99645-6795

ALASKA BIBLE COLLEGE  
248 E ELMWOOD AVE  
PALMER, AK 99645-6619

THE ALASKA LIFE LLC  
12120 E WOODSTOCK DR  
PALMER, AK 99645

ALASKA STATE OF  
DEPT OF TRANS & PUB FAC  
PO BOX 196900  
ANCHORAGE, AK 99519-6900

ALASKA STATE OF  
DNR DIV OF LANDS  
550 W 7TH AVE STE 1050A  
ANCHORAGE, AK 99501-3576

ANDERSON BONNIE K  
229 S CHUGACH ST  
PALMER, AK 99645-6427

ANDERSON BONNIE K  
229 S CHUGACH ST  
PALMER, AK 99645-6427

ARRC  
248 E DAHLIA AVE  
PALMER, AK 99645

AUBREY BOB  
352 E BLUEBERRY ST # 16  
PALMER, AK 99645

B&J ASSETS LLC  
7015 E JEAN DR  
PALMER, AK 99645

BAKER DAVID M & EVA M  
4374 E SHAW'S DR  
WASILLA, AK 99654-4353

BALES CANDICE M  
PO BOX 2621  
PALMER, AK 99645-2621

BELLAMY ISAAC  
352 E BLUEBERRY AVE SPACE 24  
PALMER, AK 99645-6465

BERBERICH INVESTMENTS LLC  
532 E EAGLE AVE  
PALMER, AK 99645

BERGER PAUL  
15250 EVERGREEN RIDGE  
ANCHORAGE, AK 99516

BIELAR WM M & ELAINE L  
PO BOX 70  
PALMER, AK 99645-0070

BLATCHFORD HENRY  
417 S COBB ST  
PALMER, AK 99645

BLUEBERRY INV MNGMT LLC  
TAYLOR KENNETH & LISA  
2124 N NADINA ST  
PALMER, AK 99645-9131

BOLSHIO MISHA INC  
1150 S COLONY WAY PMB 311  
PALMER, AK 99645

BOVY BRANDON J  
319 S COBB ST  
PALMER, AK 99645-6315

BOYLE STEPHANIE  
PO BOX 38  
SUTTON, AK 99674

BRISCOE CLARENCE A & MARY  
141 S DENALI ST  
PALMER, AK 99645-6431

BROOKS PROPERTIES LLC  
3680 S SKY RANCH LOOP  
PALMER, AK 99645

BURTCH FAMILY TRUST  
BURTCH MONTE LEE TRE BURTCH  
JERILYN LENO  
1150 S COLONY WAY STE 3 PMB 105  
PALMER, AK 99645-6967

CAULKINS DENISE  
352 E BLUEBERRY SPC 2  
PALMER, AK 99645

CHACE GARY TODD  
2521 E MTN VILLAGE DR #B PMB 255  
WASILLA, AK 99654

CHISHOLM BRET THOMAS  
BERBERICH LESLIE LAUREN  
PO BOX 903  
PALMER, AK 99645

CHURCH OF THE  
COVENANT OF PALMER AK INC  
451 S BAILEY ST  
PALMER, AK 99645

CM MECHANICAL INC  
PO BOX 1025  
PALMER, AK 99645-1025

COBB STREET INVESTMENTS LLC  
9806 E NORTHSTAR CIR  
PALMER, AK 99645-8810

COCKLE SETSUKO REV LVG TR  
COCKLE SETSUKO TRE COCKLE MARY  
ANN TRE  
25224 E BUCK SHOT LN  
PALMER, AK 99645

COLONY WAY INVESTMENTS LLC  
800 W BRIAR DR  
WASILLA, AK 99654

COMBS DAVID HARVEY  
COMBS SABRENA KENT  
208 W COTTONWOOD AVE  
PALMER, AK 99645

CONSULTING SOLUTIONS GROUP INC  
425 E DAHLIA AVE #K  
PALMER, AK 99645

CORP OF ST MICHAEL'S PARISH  
432 E FIREWEED AVE  
PALMER, AK 99645

CPD ALASKA LLC  
201 ARCTIC SLOPE AVE  
ANCHORAGE, AK 99518-3033

CZARNEZKI MARGARET R  
335 S COBB ST  
PALMER, AK 99645

DALRYMPLE-SORENSEN HOLDINGS LLC  
353 S DENALI ST  
PALMER, AK 99645

DAW WHITNEY M  
PO BOX 3822  
PALMER, AK 99645-3822

DECORA RICHARD ALLEN  
313 S DENALI ST  
PALMER, AK 99645

DENALI SQ BLDG CONDO CORP  
c/o WESTERN ENTERPRISES  
4101 ARTIC BLVD  
ANCHORAGE, AK 99503

DENALI STREET LLC  
561 S DENALI ST STE C  
PALMER, AK 99645

DISARRO PETER JR & SANDRA  
PO BOX WWP  
KETCHIKAN, AK 99950-0280

DOLLARD ANNE S  
329 S CHUGACH ST  
PALMER, AK 99645-6429

DUNLAP RUSSELL M & RHONDA L  
1150 S COLONY WAY STE 3 PMB 635  
PALMER, AK 99645

DYEMOND LLC  
11621 OLD SEWARD HWY  
ANCHORAGE, AK 99515

EAGERTON ANN  
267 S BAILEY ST  
PALMER, AK 99645

ERBEY KENNETH W & CYNTHIA A  
635 E CEDAR AVE  
PALMER, AK 99645

ETHOS LLC  
PO BOX 1217  
PALMER, AK 99645-1217

FAMILY CHRISTIAN CENTER  
PO BOX 2491  
PALMER, AK 99645-2491

FELZIEN CHARLES R  
PO BOX 110  
PALMER, AK 99645-0110

FOSSelman DALE & CATHERINE M  
3562 E TEAGUE TRAIL CIR  
WASILLA, AK 99654

FOX KYLE LEVI  
564 S DENALI ST  
PALMER, AK 99645

FROHLING KEVIN K& JOANN A  
6250 N LOSSING RD  
PALMER, AK 99645

GLACIER MEDICAL GROUP LLC  
1150 S COLONY WAY STE 3 PMB 193  
PALMER, AK 99645

GLICK KORY N  
352 E BLUEBERRY AVE LOT 26  
PALMER, AK 99645

GOLDMAN KENNETH J& MARY V  
3150 N SEAGULL DR  
PALMER, AK 99645-6930

GRABAREK LUKASZ  
347 S CHUGACH ST  
PALMER, AK 99645-6429

GRIMES DUSTIN L & AUSTIN M  
11200 E LUPINE RD  
PALMER, AK 99645-9448

GUTHRIE STANLEY L  
PO BOX 2367  
PALMER, AK 99645-2367

HALE JOSEPH  
15581 E TEELING CIR  
PALMER, AK 99645

HANSON MILDRED A N FAM TR  
235 S VALLEY WAY  
PALMER, AK 99645

HAWKINS JOSEPH T  
108 E ARCTIC AVE  
PALMER, AK 99645

HEADRICK MEGAN  
PO BOX 3951  
PALMER, AK 99645-3951

HENDRICKSON ROSE M  
NEUMANN CANAAN  
PO BOX 1314  
PALMER, AK 99645-1314

HENRY NICHELLE S  
327 S COBB ST  
PALMER, AK 99645-6315

HILL JARED  
352 E BLUEBERRY AVE SPC 10  
PALMER, AK 99645

HOKENSON TASHA N  
424 S BAILEY ST  
PALMER, AK 99645

HOLSAPPLE MICHAEL W&MAY M  
7327 S LENORE ST  
WASILLA, AK 99654-0368

HUBBARD KENNETH & CAROLYN Rev TR  
615 S GULKANA ST  
PALMER, AK 99645-6677

INGALDSON WM H  
4120 TAZLINA AVE  
ANCHORAGE, AK 99517

JAN-AL LLC  
3761 E PALMDALE DR  
WASILLA, AK 99654-6611

JIMENEZ PAULETTE  
PO BOX 2513  
PALMER, AK 99645

JOHNSON BARBARA PENNISTON  
543 S GULKANA ST  
PALMER, AK 99645

JOHNSON DELENA  
PO BOX 944  
PALMER, AK 99645-0944

JOHNSON JEFFREY  
THORN CRAIG A  
PO BOX 2527  
PALMER, AK 99645-2527

JONES JULIE M  
c/o MERIDITH DOLPI  
352 E BLUEBERRY AVE LOT 19  
PALMER, AK 99645-6465

KEELING GERALDINE LAMPARD  
243 S BAILEY ST  
PALMER, AK 99645

KELLEY RAYMOND B& LINDA M  
560 W MONTANA DR  
PALMER, AK 99645

KEYPORT PHYLLIS M  
c/o JO WELLER  
3245 DOVE LN  
PALMER, AK 99645-9639

KIM JUNG S  
4875 BARRINGTON LOOP # 88  
ANCHORAGE, AK 99503-7521

KINCAID MICHELLE  
KLOEP DAVID  
PO BOX 520687  
BIG LAKE, AK 99652-0687

KINDRICK MICHAEL C  
251 S BAILEY ST  
PALMER, AK 99645-6323

KLH INC  
4255 S MCKECHNIE LOOP  
PALMER, AK 99645

KONYOT JOE  
PO BOX 876738  
WASILLA, AK 99687-6738

KOPPERUD NOEL H  
PO BOX 4470  
PALMER, AK 99645-4470

KRAUN CLARENCE  
352 E BLUBERRY ST SPC 28  
PALMER, AK 99645

KULIKOVSKIY ROMAN  
3060 N LAZY EIGHT CT STE 2 PMB 109  
WASILLA, AK 99654-4331

LAVIELLE FLOYD  
352 E BLUEBERRY ST SPC 3  
PALMER, AK 99645

LEE CYNTHIA M  
PO BOX 2401  
PALMER, AK 99645-2401

LENAGHEN RICHARD & GRETA  
6454 E BEECHCRAFT RD  
WASILLA, AK 99654-9331

LOCKE LYNDA E  
421 S LAKE ST  
WASILLA, AK 99654

LOGSDON & GOLTER LLC  
348 S DENALI ST  
PALMER, AK 99645

MAIN DRAG LLC  
c/o DAN LUCAS  
1180 S MARGARET DR  
PALMER, AK 99645

MARTIN CURTIS W  
MARTIN DONNA L  
263 S ALASKA ST  
PALMER, AK 99645-6335

MATANUSKA BREWING CO LLC  
c/o KEVIN BUTON  
513 S VALLEY WAY  
PALMER, AK 99645

MATANUSKA TELEPHONE ASSN  
PO BOX 3550  
PALMER, AK 99645-3550

MATANUSKA-SUSITNA BOROUGH  
MSB/ DSJ ADMIN BUILDING  
350 E DAHLIA AVE  
PALMER, AK 99645

MAT-SU HEALTH SERVICES INC  
1363 W SPRUCE AVE  
WASILLA, AK 99654-5327

MAUI TOE LLC  
1460 S FRAN ST  
PALMER, AK 99645-9029

MCCLURE DOLORES M  
MCCLURE MARY EST  
416 S BAILEY ST  
PALMER, AK 99645-6326

MCKENZIE KAY S  
452 S COLONY WAY  
PALMER, AK 99645

MEADOWS CHARLSA JOY  
6823 TERRY ST  
ANCHORAGE, AK 99502

MESSENGER LINDSAY J  
413 S GULKANA ST  
PALMER, AK 99645

MILLER INVESTMENT TR  
MILLER WM H JR & BARBARA J TRES  
PO BOX 870151  
WASILLA, AK 99687-0151

MITTLESTADT SUZANNE  
319 S CHUGACH ST  
PALMER, AK 99645-6429

MOB INVESTMENTS LLC  
2451 N LARKSPUR HILL CIR  
PALMER, AK 99645

MONROE LINDA NOEL J  
352 E BLUEBERRY AVE # 8  
PALMER, AK 99645

MOODY RONNIE  
FINDLAY-MOODY SHERRY  
16345 E SMITH RD  
PALMER, AK 99645

MORROW JOSHUA P & HEATHER N  
PO BOX 1223  
PALMER, AK 99645

MOSES ERIC J  
ALSTROM APRIL G  
151 S DENALI ST  
PALMER, AK 99645-6431

NILSSON GREGORY SCOTT  
LIVELY BRIGITTE E  
259 S ALASKA ST  
PALMER, AK 99645

PALMER ARTS COUNCIL  
PO BOX 4286  
PALMER, AK 99645-4286

PALMER CLINIC LLC  
PO BOX 202845  
ANCHORAGE, AK 99520-2845

PALMER EMERGENCY FOOD & COMM  
SERV INC  
PO BOX 2421  
PALMER, AK 99645

PALMER PROPERTIES LLC  
561 S DENALI ST STE B  
PALMER, AK 99645-6464

PAPASAVAS CYNTHIA A  
337 S CHUGACH ST  
PALMER, AK 99645

PASSPORT LLC  
610 S BAILEY ST  
PALMER, AK 99645

PENWARDEN RICHARD  
352 E BLUEBERRY AVE SPACE 13  
PALMER, AK 99645

PMK PROPERTIES LLC  
2521 E MTN. VILLAGE DR. #B PMB 619  
WASILLA, AK 99654-7336

PROSSER ROBERT & CAROL Jnt Rev Tr  
12031 GINAMI ST  
ANCHORAGE, AK 99516-2550

QUILL BONNIE  
241 S BAILEY ST  
PALMER, AK 99645-6323

RAYBACK CLINTON & DELORES E  
312 S BAILEY ST  
PALMER, AK 99645

RELGUD INVESTMENTS LLC  
10701 STROGANOF DR  
ANCHORAGE, AK 99507

RICHARDS RON DOUGLAS  
RICHARDS MICHELLE LEE  
1460 FRAN ST  
PALMER, AK 99645-9029

ROBERTS DAVID A  
ROBERTS CHRISTINA R  
505 W QUICK SILVER CIR  
PALMER, AK 99645

SCANDURA MICHELLE R  
WEAVER THOMAS W  
231 W CEDAR AVE  
PALMER, AK 99645

SHAFER PHYLLIS J  
PO BOX 3475  
PALMER, AK 99645-3475

SHAFFER DANIEL R  
1481 S BERTHA LN  
WASILLA, AK 99654-8230

SHILOH MISSIONARY BAPTIST  
CHURCH OF PALMER  
PO BOX 2449  
PALMER, AK 99645

SINDORF PAUL H JR & MARY H  
10913 N PALMER FISHHOOK R  
PALMER, AK 99645-9235

SLATER DAPHNE  
210 S ALASKA ST  
PALMER, AK 99645

SNODGRASS JOHN R JR  
PO BOX 1867  
PALMER, AK 99645-1867

SNYDER WILLIAM H & TERRY L  
208 W CEDAR AVE  
PALMER, AK 99645

STEPHEN MARLENE F  
NOLIN MARLENE F  
517 S COBB ST  
PALMER, AK 99645

STONEKING RUSSELL & ANNE  
3803 MUKTUK TRL  
DELTA JUNCTION, AK 99737

STOTTS DEBBIE LAHTI  
PO BOX 3951  
PALMER, AK 99645-3951

SUSTAINABLE DESIGN & PLANNING  
LLC  
247 S ALASKA ST  
PALMER, AK 99645-6335

T & S ENTERPRISES LLC  
PO BOX 1969  
PALMER, AK 99645

TORIGAI LLC  
720 S ALASKA ST  
PALMER, AK 99645

TORRES ROBERTO JESUS  
171 S DENALI ST #A  
PALMER, AK 99645

TSALACH LLC  
c/o HOLLY STEINER  
10739 E GRANITE RIDGE RD  
PALMER, AK 99645-9664

TULL WILLIAM F  
1995 N MONTE VISTA DR  
PALMER, AK 99645-8842

VALLEY RESIDENTIAL SERVICES  
1075 S CHECK ST STE 102  
WASILLA, AK 99654-8067

VAN CLEVE RAMONA ANN  
PO BOX 372  
SUTTON, AK 99674

VAN DIEST JAY & SUSAN  
16801 E T & T LN  
PALMER, AK 99645

VANHOOMISSEN JAMES J & DIANE E  
PO BOX 873833  
WASILLA, AK 99687



VANN AILIS S  
DECKERT MAVERICK O  
PO BOX 3354  
PALMER, AK 99645

VERZONE THAI G  
3740 CLAY PRODUCTS DR  
ANCHORAGE, AK 99517-1010

VH PROPERTIES LLC  
PO BOX 520488  
BIG LAKE, AK 99652-0488

VINDUSKA JOHN A  
15605 E HELMAUR PL  
PALMER, AK 99645-8691

VIZZERRA WM P & ALMA E  
324 E ARCTIC AVE  
PALMER, AK 99645-6129

WALDEN JESSICA S M  
147 S BONANZA ST  
PALMER, AK 99645-6344

WALKER RICHARD LEE  
2131 W MELANIE DR  
WASILLA, AK 99654

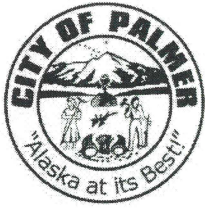
WARNKE RANDY L  
4380 E HAMILTON CT  
WASILLA, AK 99654

WHITMORE ENTERPRISES LLC  
1200 S BADGER RD  
PALMER, AK 99645

ZELAZNY JOS  
352 E BLUEBERRY AVE # 32  
PALMER, AK 99645

MAY - 6 2022

City of Palmer



**City of Palmer  
Community Development Department**

645 E. Cope Industrial Way, Palmer, AK 99645

Phone: 907-745-3709

[www.palmerak.org](http://www.palmerak.org)

**Zoning Map Amendment Application Form**

Applicant: Dale and Catherine Fosselman

Legal Description of properties covered by this application (use additional sheets if necessary):

Township 18N Range 2E Section 33 Lot C21

Requested District Change (i.e., from - to): Rezone From Commercial Light to Commercial General

Reason for request: See attached page 1

**Please provide a written narrative explaining the following:**

1. Is the proposed change in accordance with the borough and city comprehensive plans?

See attached page 2

2. How is the proposed change compatible with surrounding zoning districts and the established land use pattern?

See attached page 3

3. Are public facilities such as schools, utilities and streets adequate to support the proposed change?

See attached page 6

4. Do changed conditions affecting the subject parcel or the surrounding neighborhood support the proposed change?

See attached page 6

5. Is the proposed change consistent with public welfare and will it grant a special privilege to the owners?

See attached page 6

Date of application: 5/6/2022

\$500.00 filing fee paid: yes



Signature of owner or owner's authorized representative

c/o Jesse Carrahan P.O. Box 4514, Palmer, AK 99645  
Address

907.232-2140 Dale 907-795-5872 Matt Hayes (POA)  
Contact/phone/email

Matt Hayes  
795-5872  
jmatthewhayes@me.com

## **Reason for Request**

We have owned this ~ 1.60 acre lot located in the heart of Palmer for approximately 16 years. In recent years, the surrounding area of Downtown Palmer has dramatically changed. Downtown Palmer is becoming a focal point for the Mat-Su Valley. The surrounding area now hosts many events, live entertainment, great restaurants and two breweries. The area hosts numerous local shops and professional offices. Almost all properties abutting this lot either provide public services (judicial/justice system) or are professional offices spaces (mostly health and legal related).

This lot, while centrally located, has sat vacant (and for sale) for years. The lot is currently zoned "Commercial - Limited," which severely limits the lot's commercial development potential. Specifically, while still permitting development of professional office space, the rezone will also allow for the following additional potential uses providing the basis for a vibrant, mixed-use development:

- a) Hotels, Motels
- b) Bar, cocktail lounge, liquor and beer sales, including brewpubs and wineries;
- c) Cafes, bakeries, bars and restaurants

A preliminary site design plan is attached hereto as **Exhibit 1**.

**1. Is the proposed change in accordance with the borough and city comprehensive plans?**

Yes.

Mixed-use development including professional office space, retail outlets, restaurants, bakeries, bars, and visitor accommodations is a consistent feature of both the Palmer Comprehensive Plan, Palmer Economic Goals and the Area Wide Plan, a joint vision of the Mat-Su Borough and City of Palmer. More specifically, if the project is developed under the proposed plan, it will:

- a) Facilitate the expansion of the local economy and local business, so residents of Palmer and surrounding areas can find more of the goods, services and jobs they need in Palmer;
- b) Strengthen downtown Palmer, which is “the heart of community public life;”
- c) Promote and enhance Palmer’s uniqueness and attracting more visitors;
- d) Encourage high quality, attractive development, with ready access to parks and green space;
- e) Improve connections within Palmer;
- f) Utilize ideas from planned Business Improvement District, by, *e.g.*, helping maintain and enhance downtown as a compact, walkable, dynamic, mixed-use center; and
- g) Create new retail, office and lodging space so more residents and businesses can have convenient access to places of work, commercial services, schools and other public facilities, by vehicle, sidewalk and trail.

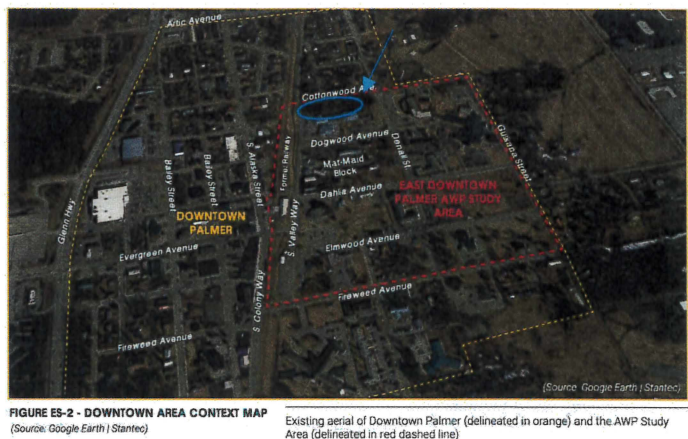
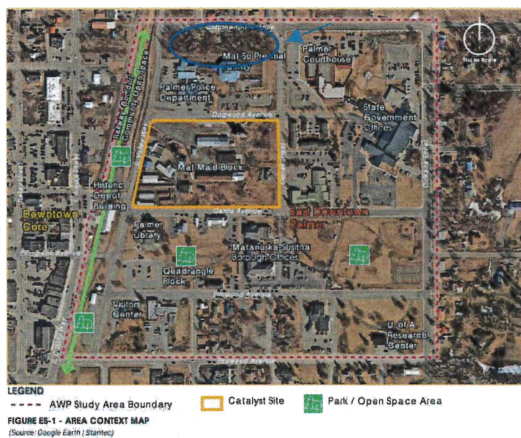
**2. How is the proposed change compatible with surrounding zoning districts and the established land use pattern?**

The proposed change is compatible with the surrounding Zoning districts because the development will help provide a transition from the several types of land use surrounding the area. For example:

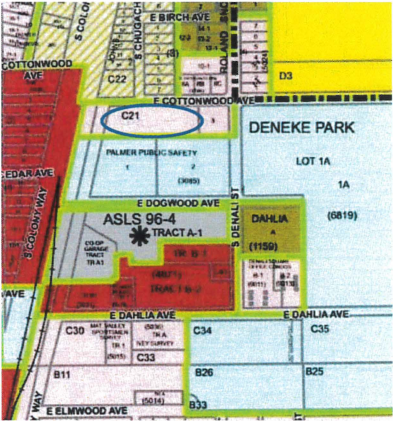
- a. Land to the south is institutional (Public Safety, Mat-Su Pretrial)
- b. To the west is Commercial – General
- c. To the north is residential and Commercial – Light

As such, the proposed rezoning will complement the land use pattern of surrounding areas and help the City of Palmer (especially the downtown area) become a more integrated whole. The subject parcel is surrounded by a variety of land uses: public safety, professional offices in what used to be single family residences, two residences, and vacant city property. The rezoning will allow us to combine many of these land uses into a single, comprehensive development to further help unify the land use areas in the Palmer’s downtown district.

The approximate location of the lot is shown in the illustrations located on the next page. The two illustrations were taken from the *East Downtown Palmer Area Wide Study Plan* (“AWP”). As shown, this parcel is located in the “East Downtown Palmer” area located adjacent to public facilities/courthouse, and close to the Mat-Maid block of town. According to the *AWP*, “East Downtown Palmer lags behind the other downtown areas in terms of vibrancy, business activity, and infill development.” If the city of Palmer permits rezoning of this lot, the rezoning will help create new economic opportunities in Palmer and renewed vibrancy in the area.



A cropped version of the *City of Palmer Current Zoning Districts* is shown directly below. As shown in the map, multiple lots located directly West are zoned “Commercial General” (red). Properties to the North and East of the lot are zoned “Public” (blue). The lot abutting the East property line is owned by the City of Palmer, is vacant, and is zoned “Commercial Limited” (pink). Lot C22 is also owned by the City of Palmer, is Vacant, and is zoned “Medium Density Residential” (yellow with stripes). There are believed to be one residential property (possibly two) across the street from the requested rezoning, which is zoned “Medium Density Residential” (yellow with stripes). There are at least three professional offices located on the same street (E. Cottonwood Ave.) and are zoned Limited Commercial. The second lot after turning north on South Denali St. (Lot 10-1) provides accommodations for students at a local bible college.



According to the *City of Palmer Central Business District Vicinity Map* (shown on page 4 below), our lot is part of the Central Business District (“CBD”). Palmer City Code 17.30.010 states that the intent of the central business district

... is to establish consistent procedures and standards for the traditional downtown in the city of Palmer that is unique or requires additional consideration due to their character, historical importance or importance to the town’s economic well-being. The overlay districts will assist Palmer to promote and protect the public health, safety, comfort, character, convenience and general welfare in the central business district (CBD) overlay zone while meeting the goals established in the comprehensive plan.



As shown in the map above, while the subject parcel is part of the CBD. Under the City’s code, a property in the CBD is zoned to allow commercial activities such as “Large retail establishment (+20,000)”.” However, it is unclear how the CBD applies Limited Commercial Zoning. Nonetheless, rezoning the lot to Commercial - General will provide clear guidance for securing development and investment opportunities, and will help clarify ambiguities during the permitting process.

Furthermore, over the last several years, the Mat-Maid block has begun developing a new atmosphere with the addition of the Palmer Ale House and two breweries. While the surrounding area is developing, this lot remains one of the largest undeveloped, privately owned real estate parcels with commercial development potential within the heart of Palmer. The property is ideally situated to connect the following areas:

- a) Downtown area restaurants, cafes, bars, shops, and lodging;
- b) The Palmer Depot and greenbelt;
- c) Justice system and professional office areas (mostly legal/medical professions);
- d) The Mat-Maid Block with music, entertainment, breweries, and restaurant;
- e) North Palmer’s cafes/coffee, shops, restaurants, Railbelt trail and skate park;

While this property is in a prime location, it is not without its challenges. One of the main issues with the current zoning is that it abuts the Palmer Correctional Facility. The current zoning makes it extremely challenging to construct aesthetically pleasing Commercial - Limited development or construct single residential homes.

Our vision is to develop this parcel into a vibrant mixed-use area with development opportunities for high quality retail, tourism/service, professional, accommodations and other industries. We hope to construct a minimum of two (2) multi-use buildings that could provide additional space for, e.g., professional office space, retail stores, restaurants, hospitality/lodging, and other potential services. In addition, we intend to provide off street parking, pedestrian pathways and green spaces as part of a comprehensive site design stretching almost a complete city block.



**3. Are public facilities such as schools, utilities and streets adequate to support the proposed change?**

Yes.

We paid over \$12,000 as part of the 2010 Blueberry Avenue improvement LID which fixed severe leakage from the City's water system, paved East Cottonwood Avenue, installed sidewalks and streetlights. Two utility stubs to the subject property were installed during construction.

No permanent residential units are currently proposed, so there should be no additional burden to schools.

Initial site plans include off street parking and pathways to existing restaurants, brew pubs, government facilities, and the courthouse.

**4. Do changed conditions affecting the subject parcel or the surrounding neighborhood support the proposed change?**

In recent years a variety of new businesses have launched in the East Palmer area including two breweries, the Palmer Ale House, a clothing store, and restaurants. The proposed rezoning will build on the momentum initiated by these ventures.

**5. Is the proposed change consistent with public welfare and will it grant a special privilege to the owners?**

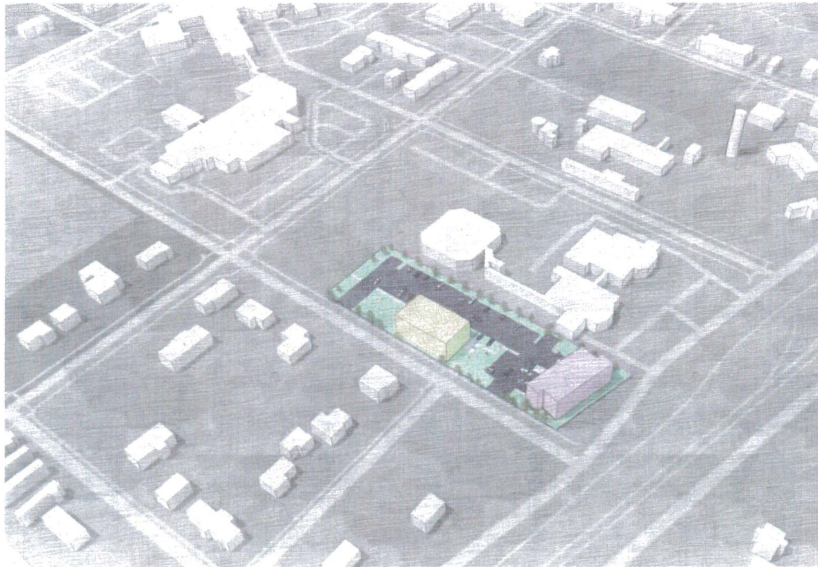
The proposed development will enhance public welfare by providing the local residents and visitors additional, convenient access to retail, restaurant, accommodations, and office space. In addition, the planned development will:

- a) provide community groups space for events.
- b) provide additional business opportunities for entrepreneurs and professionals.
- c) produce sales and other tax revenue to the City of Palmer and Mat-Su Borough.  
Provide additional employment opportunities for residents.

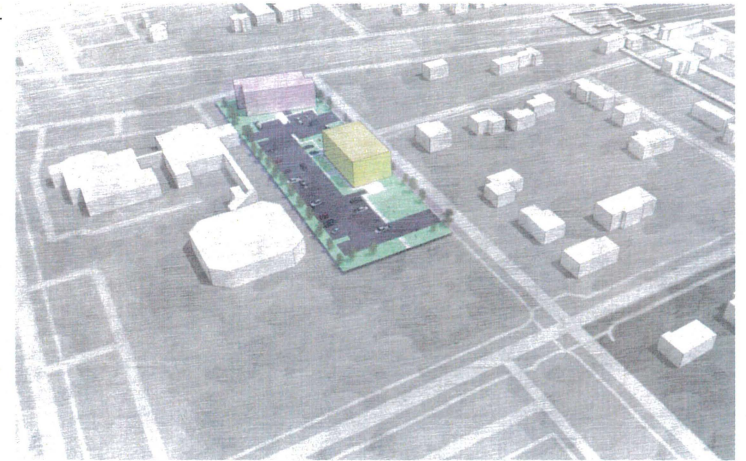
The proposed change will not grant a special privilege to the owners because the owners are not asking for any special privileges other than the standard permitted uses under the Commercial - General zoning.

OPTION 1

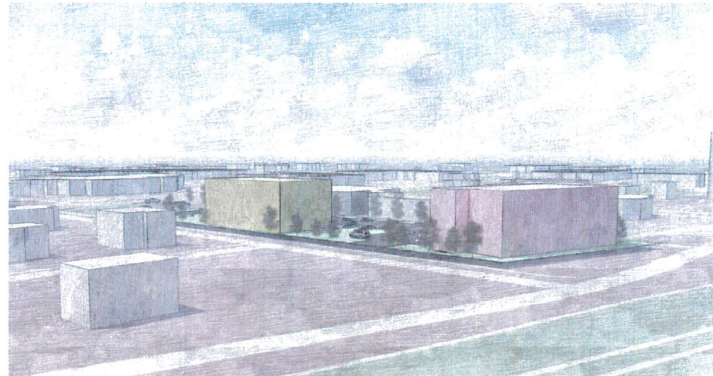
VIEW 2



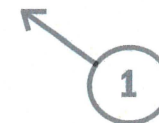
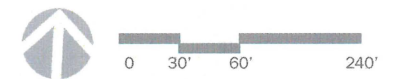
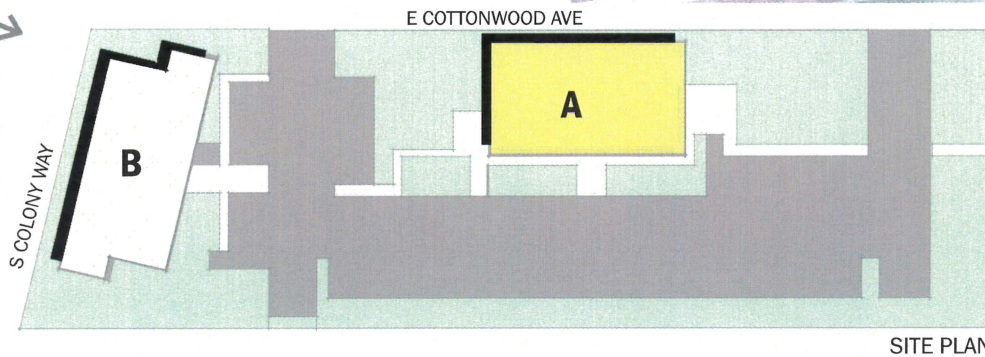
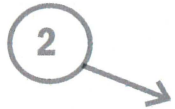
VIEW 1



SOUTH WEST PERSPECTIVE



- BUILDING A** 3 STORIES  
 RETAIL LEVEL 1 - 6,000 GSF  
 OFFICE LEVEL 2 & 3 - 6,000 GSF EA.
  
- BUILDING B** 3 STORIES  
 HOTEL LEVEL 1 & 2 - 6,000 GSF EA. (28 ROOMS)  
 RESTAURANT LEVEL 3 - 6,000 GSF

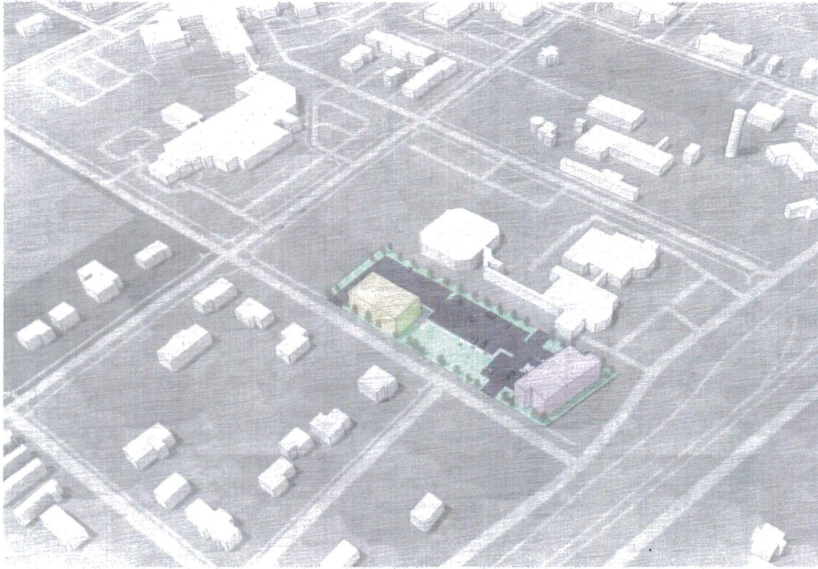


COTTONWOOD AVE MIXED-USED DEVELOPMENT  
 05 04 22

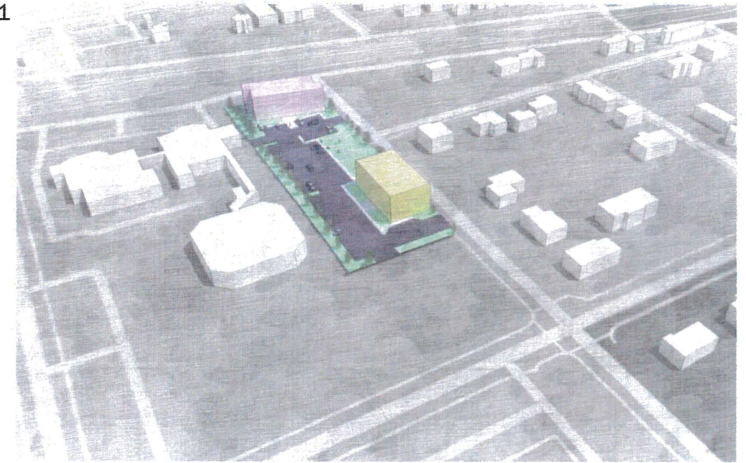
EXHIBIT 1 ECI

OPTION 2

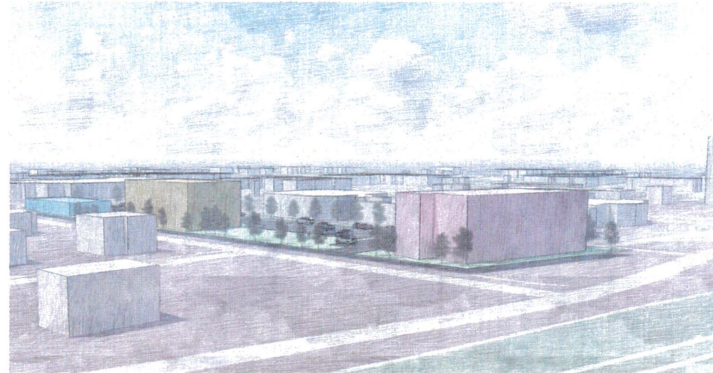
VIEW 2



VIEW 1



SOUTH WEST PERSPECTIVE

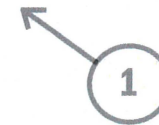


**BUILDING A** 3 STORIES  
 RETAIL LEVEL 1 -  
 6,000 GSF  
 OFFICE LEVEL 2 & 3 -  
 6,000 GSF EA.

**BUILDING B** 3 STORIES  
 HOTEL LEVEL 1 & 2 -  
 6,000 GSF EA. (28 ROOMS)  
 RESTAURANT LEVEL 3 -  
 6,000 GSF

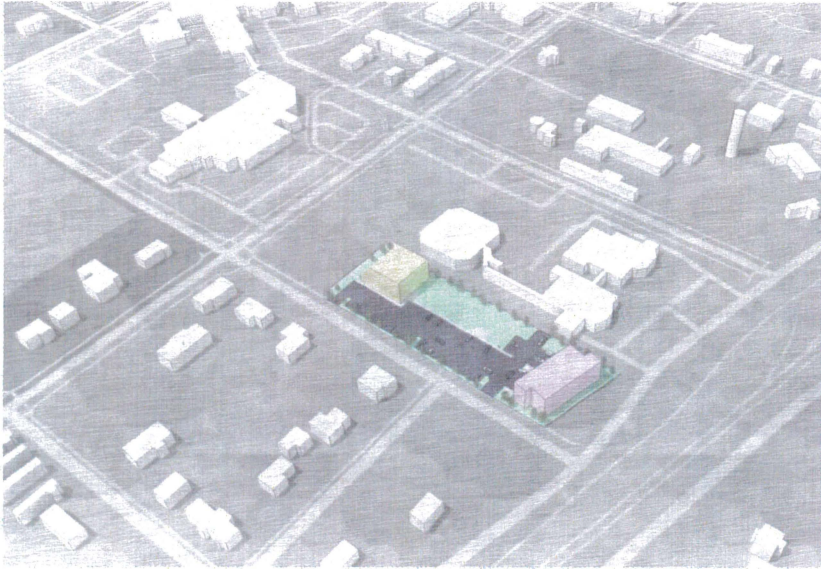


SITE PLAN

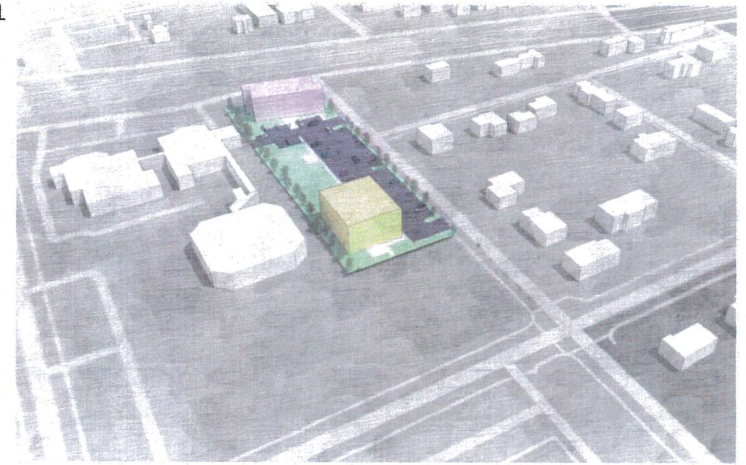


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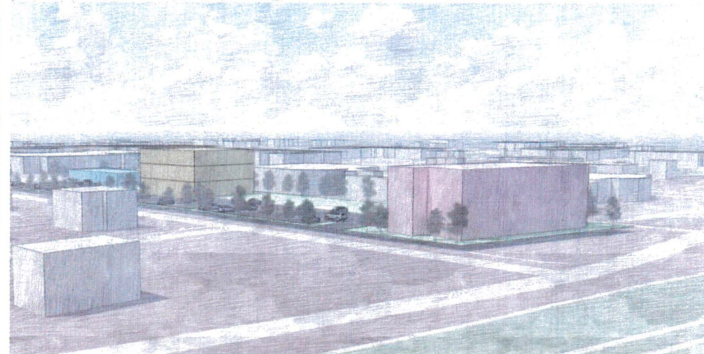
VIEW 2



VIEW 1

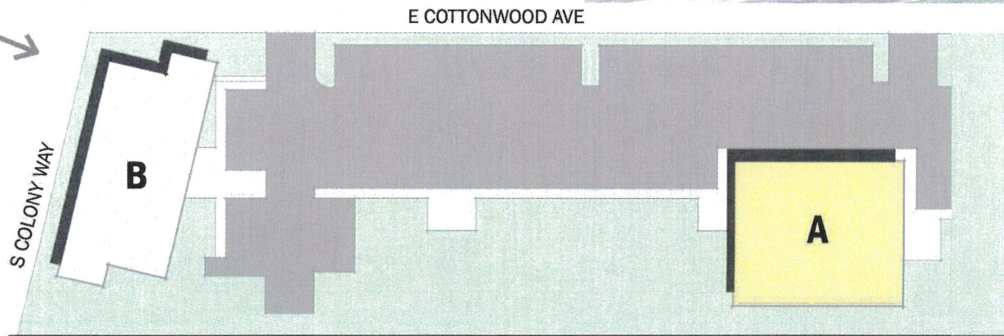


SOUTH WEST PERSPECTIVE

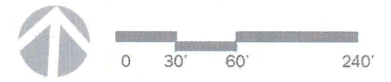


- BUILDING A** 3 STORIES  
 RETAIL LEVEL 1 - 6,000 GSF  
 OFFICE LEVEL 2 & 3 - 6,000 GSF EA.
  
- BUILDING B** 3 STORIES  
 HOTEL LEVEL 1 & 2 - 6,000 GSF EA. (28 ROOMS)  
 RESTAURANT LEVEL 3 - 6,000 GSF

2



SITE PLAN



1



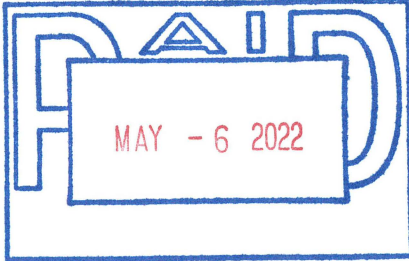
# PALMER COMMUNITY DEVELOPMENT

ATTN: Joan E. Patterson  
645 E. Cope Industrial Way  
Palmer, AK 99645-6748  
Phone: 907-745-3709 • Fax: 907-745-5443  
www.palmerak.org

Invoice No.: COP22-054

Invoice Date: 05/06/2022

Sold To: DALE & CATHERINE FOSSELMAN  
3562 E. TEAGUE TRAIL CIR.  
WASILLA, AK 99654

Qty	Description	Price
	<p>ZONING MAP AMENDMENT APPLICATION T18N, R2E, S33, TAX PARCEL C-21 NHN S. VALLEY WAY</p> 	\$500.00

01-00-00-3427

**TOTAL**  
\$500.00

*This invoice must be paid within 30 DAYS or further collection procedures will be taken.*

# Application Processing Checklist

Applicant: Dale & Catherine Fosselman

Planning & Zoning Commission Meeting: June 16, 2022

Application for:

- Rezone from C-L to C-G
- CUP for \_\_\_\_\_
- Variance for \_\_\_\_\_
- Public Use
- Other \_\_\_\_\_

Legal Description:	Tax Parcel C-21, T18N, R2E, S33		
Street Address:	Corner of S. Valley Way & E. Cottonwood Avenue		
Requested By:	Dale & Catherine Fosselman		
Mailing Address:	3562 E. Teague Trail Cir., Wasilla, AK 99654		
Total Fee:	\$500.00	Date Paid:	05/06/2022

P & Z COMMISSION	Deadline	Date Completed	Initial
Date complete application accepted		05/06/2022	Jep
Prepare map of 1,200' notification area		05/23/2022	Jep
Public notices mailed		05/31/2022	Jep
Advertising through agenda to Frontiersman	06/07/2022	06/07/2022	Jep
Staff report completed	06/09/2022	06/09/2022	Jep
Packets prepared	06/09/2022	06/09/2022	Jep
Date of issuance: <i>recommended</i>	-----	06/16/2022	BH
Special Limitations-signed showing concurrence	-----	Date signed:	---

**FORWARDED TO CITY COUNCIL**

City council hearing date:	
Ordinance No.:	Date of first reading:
Public notices mailed:	
Publication in Frontiersman on: (5 to 20 days before public hearing)	
Decision:	







**A. CALL TO ORDER:**

A regular meeting of the Palmer City Council was held on July 12, 2022, in the Council Chambers, Palmer, Alaska. Mayor Carrington called the meeting to order at 6:00 p.m.

**B. ROLL CALL:**

Comprising a quorum of the Council, the following were present:

Steve Carrington, Mayor	
Pamela Melin, Deputy Mayor	John Alcantra
Carolina Anzilotti	Joshua Tudor
Thomas Ojala IV	

Council Member Best was absent and unexcused.

Staff in attendance were the following:

John Moosey, City Manager	Shelly M. Acteson, CMC, City Clerk
Sarah Heath, City Attorney	Holly Dubose, Deputy City Clerk

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**D. APPROVAL OF AGENDA**

1. Approval of Consent Agenda
  - a) **Action Memorandum No. 22-042:** Confirming the Mayor’s Nomination of Louis Young for Appointment to the Board of Economic Development with Term Ending December 31, 2024
  - b) **Action Memorandum No. 22-043:** Confirming the Mayor’s Nomination of Lorie Koppenberg and Chris Chappel for Re-Appointment to the Board of Economic Development with Terms Ending December 31, 2024
  - c) **Action Memorandum No. 22-044:** Authorize the City Manager to Purchase Insurance Coverage for the Period of July 1, 2022, through June 30, 2023, per the Premium Quote Submitted by the City’s Insurance Broker, Combs Insurance
2. Approval of Minutes of Previous Meetings
  - a) June 14, 2022, Special and Regular Meetings
  - b) June 28, 2022, Regular Meeting

**Main Motion: To Move Action Memorandum No. 22-043 and 22-044 to Item I**

Moved by:	Alcantra
Seconded by:	Melin
Vote:	Approved
Action:	Motion Carried

**Main Motion: To Approve the Agenda and Consent Agenda as amended**

Moved by:	Alcantra
Seconded by:	Melin
Vote:	Approved
Action:	Motion Carried

**E. COMMUNICATION AND APPEARANCE REQUESTS**

**F. REPORTS**

City Manager’s Report

City Manager John Moosey reported on the following:

- Matsu Valley Planning Group
- Meet the Miners event July 20
- City of Palmer hosting Miner’s game on July 21
- Palmer Pride Picnic, July 22

Mayor’s Report

Mayor Carrington reported on the following:

- Challenged the Council to represent the city in other venues
- Homelessness Forum on July 8
- Palmer Pride Picnic, July 22

City Clerk’s Report

City Clerk Shelly Acteson reported on the following:

- Candidacy packets will be available July 18 and must be completed by July 29, 4 pm

City Attorney Report

City Attorney Sarah Heath reported on the following:

- No comment.

**G. AUDIENCE PARTICIPATION**

Wes Artz:

- Thanked the Mayor for addressing the homelessness issue.
- Thanked the Council members for helping with the recent issues.
- Thanked Police Chief for his assistance.

Ronalee Moses:

- Thanked the Council for parking improvements.
- Requested the Council review the City’s Code pertaining to protests and protester rules.

Jackie Goforth:

- Spoke regarding possible City Code violations from a protest that took place on Saturday.

Mike Chmielewski:

- Due to COVID concerns, the noodle chute will not happen at Palmer Pride this year.
- Suggested the Counsel invite Kim from the Borough Planning Department to a Council Meeting.

**H. PUBLIC HEARINGS**

**I. ACTION MEMORANDA**

- 1. Action Memorandum No. 22-043:** Confirming the Mayor’s Nomination of Lorie Koppenberg and Chris Chappel for Re-Appointment to the Board of Economic Development with Terms Ending December 31, 2024.

Discussion ensued regarding the selection process.

**Main Motion: Action Memorandum No. 22-043; Re-appointment of Lorie Koppenberg and Chris Chappel to the Board of Economic Development**

Moved by:	Melin
Seconded by:	Ojala
Vote:	Approved
Action:	Motion Carried

- 2. Action Memorandum No. 22-044:** Authorize the City Manager to Purchase Insurance Coverage for the Period of July 1, 2022, through June 30, 2023, per the Premium Quote Submitted by the City’s Insurance Broker, Combs Insurance.

**Main Motion: 22-044 Purchase Insurance Coverage**

Moved by:	Melin
Seconded by:	Anzilotti
Vote:	Approved
Action:	Motion Carried

**J. UNFINISHED BUSINESS**

**K. NEW BUSINESS**

**L. RECORD OF ITEMS PLACED ON THE TABLE**

**M. AUDIENCE PARTICIPATION**

Ronalee Moses:

- Noted that during recent events in the downtown area, crosswalks were impeded and need to be more accessible.

Cindy Hudgins:

- Commented negatively on the insurance broker fee stated in Action Memorandum 22-004.

**N. EXECUTIVE SESSION**

**O. COUNCIL COMMENTS**

Council Member Alcantra:

- Commented on the insurance brokerage fee.
- Commented on parking issues at the library during Friday Fling.
- Asked if the City of Palmer also adopts the senior and disabled veteran tax exemption if passed during the Borough election.

Council Member Anzilotti:

- Thanked the audience participation individuals.
- Discouraged negative protest behaviors.

- Encouraged everyone to get out and vote.

Mayor Carrington:

- Noted the City Administration is currently looking into code changes to reflect expectations of protesters behavior.

Council Member Ojala:

- Expressed concern with crosswalk access.
- Thanked public for protest updates.

Deputy Mayor Melin:

- Recommended the review of possible code changes regarding protests in the city.

Council Member Tudor:

- Concurred with Deputy Mayor Melin's concerns with some of the protester's behavior.

## **P. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 7:03 p.m.

**APPROVED this 26th day of July 2022.**

---

Shelly M. Acteson, CMC, City Clerk

---

Steve Carrington, Mayor



July 14, 2022

John Moosey, City Manager  
Kimberly Green,  
Human Resource Manager  
City of Palmer  
231 W Evergreen Avenue  
Palmer, AK 99645

Re: Insurance program placement information.  
July 1, 2022 to July 1, 2023 Coverage term.

Dear John and Kimberly,

During the City Council Meeting on Tuesday, there were several concerns expressed regarding the City's insurance renewal process. The following information is to help clarify the numerous steps taken during the insurance program renewal for the 2022/2023 coverage term.

This is to confirm that we provide our insurance broker services to the City on a flat fee basis and that all commissions are deducted from the premium invoices that are delivered to the City for remittance. The commission may be identified within the invoice information, but is not included in the invoiced premium.

We have listed the chronological process for the 2022/2023 coverage term that occurred.

- (1). On March 4<sup>th</sup>, 2022 the City offered requests for proposals 22-01HR for Insurance Broker Services. On April 5<sup>th</sup>, our firm responded to this RFP.
- (2). The Section 1.16 of the RFP listed the Basis for Award was listed as follows:  
25 Points for Understanding scope of the services requested.  
20 Points for the Experience and Qualifications of the firm and account executive.  
40 Points for Municipal Experience.  
15 Points for References.  
100 total points.

- (3). Section 1.21 of the RFP listed that the Broker agrees to disclose all commissions.
- (4). Section III. Fee proposal to include all fees.
- (5). Appendix B. City shall consider appointments on a fee basis. All policies shall be Ex-Commission.
- (6). Combs RFP response Page 26. Item L. Combs will invoice all "net" of commission so the City can identify the cost of insurance and the cost of the brokerage services.
- (7). Bid Tabulation for award of the RFP listed Combs at a score of 273, RISQ at 255, Marsh at 253, HUB at 252 and PS&F at 244. The Combs Broker Fee of \$30,000.00 was the least expensive of the five submitted.
- (8). The Insurance Services contract was signed on May 11<sup>th</sup>.
- (9). On May 19<sup>th</sup> Combs invoiced the City for the \$30,000.00 2022/2023 broker fee. The City paid this amount on May 31<sup>st</sup>.
- (10). The City has a separate Crime Insurance policy through Travelers Casualty and Surety Company. This includes an Employee Theft Limit of \$3,821,000.00 as required In the funding agreements with USDA. This policy was renewed on May 25<sup>th</sup> Combs invoiced the City \$5,650.00 as the "net" premium for this policy. The City paid this amount on June 14<sup>th</sup>.

This coverage has subsequently been replaced by a separate \$3,000,000.00 excess of \$1,000,000.00 Employee Theft endorsement on the APEI Crime Insurance policy effective July 1<sup>st</sup>. This Employee Theft limit now totals \$4,000,000.00 to remain in compliance with the USDA funding. The "net" excess insurance premium is \$3,200.00 The Travelers policy has been requested to be cancelled effective July 1<sup>st</sup> and the cancellation credit will be refunded to the City upon arrival.

- (11). On June 15<sup>th</sup> Combs received the APEI initial quote dated May 9<sup>th</sup>, 2022, no commission amount was listed on the quote. Combs assumed that the quote contained the 11.5% commission that is present in virtually all of our contracts with AEPI. Combs reduced the APEI quote by 11.5% commission and the offered 5% premium discount for the anticipated 3 year contract agreement between the City and APEI. The premiums already included a 3.8% longevity credit.
- (12). It was subsequently discovered that the APEI initial quote had already deducted the 11.5% commission as had been instructed by the previous broker, prior to the May 9<sup>th</sup> processing date.
- (13). On June 15<sup>th</sup>, the City signed the 3-year premium agreement with APEI.

- (14). Combs requested APEI to re-process the quote identifying the 11.5% commission. The Corrected Proposal was delivered to the City on June 16<sup>th</sup>.
- (15). On June 21<sup>st</sup>, Combs received the Cyber Liability quote from APEI and an Amended Proposal was delivered to the City that day.
- (16). On June 21<sup>st</sup>, Combs received a quote to add the \$549,200.00 Radios and Laptop Schedule to the APEI Mobile Equipment coverage section. The quote was \$1,700.00. The previous insurance premium with Alliant Insurance Company was \$7,341.00. This coverage was added to the Mobile Equipment section at the July 1<sup>st</sup>, renewal.
- (17). On June 27<sup>th</sup>, renewal coverage was ordered with the following changes:
- Property: Deleted two property locations.
  - Mobile EQ: Added the additional Radios and Laptops to the Mobile Equipment.
  - Auto: Deleted one vehicle.
  - Crime: Added \$3,000,000.00 excess employee theft.
  - Cyber: Ordered at the \$2,000,000.00 limit.
  - Airport: Processed Second Anniversary of the Three Year policy term.
- (18). On July 5<sup>th</sup>, Combs sent Amended premium information to the City. The summary of the renewal insurance program reflects the "Net" premiums accepted for the July 1<sup>st</sup>, renewal term. The 2022/2023 Broker Fee was marked as Paid (on May 31<sup>st</sup>.) The Travelers Crime policy was marked as Paid (on June 14<sup>th</sup>.)
- (19). The Comparison 2021/2022 premium information is the estimated amounts processed by the previous broker for the City.
- (20). Combs delivered the 2022/2023 invoice letter to the City that itemized all of the premium transactions. The Cyber Liability premium was reduced at binding to \$8,191.88 net premium (deducting the 11.5% commission). Copies of all the APEI invoices are attached.
- (21). The change of the Crime Insurance from Travelers to APEI will save approximately \$2,200.00 a year and the change from the separate policy for the Radios and Laptops to the APEI Mobile Equipment schedule will save approximately \$5,641.00 a year.

The difference between the commission that is listed on the policy that is deducted from the payable premium by the City is as follows:

2022/2023 estimated commissions from the insurance program:	\$67,628.55
2022/2023 broker fee:	\$30,000.00
Cost savings to the City (commission vs fee):	<b>\$37,628.55</b>

We have attached supporting documents for this information. Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael F. Combs". The signature is fluid and cursive, with a prominent initial "M" and a long, sweeping underline.

Michael F. Combs, CIC, CRM  
Broker, City of Palmer



## City Attorney's Report

To: City Council, Regular City Council Meeting July 26, 2022

Re: Remarks for Resolution No. 22-021 and Ordinance 22-004

The City Attorney does NOT recommend for the City Council to approve either Ordinance No. 22-004 or Resolution No. 22-021 or any combination of them for the following reasons:

### *Ex Post Facto Law is Generally Held to be Unconstitutional:*

It is not my recommendation for the City Council to approve Ordinance No. 22-004 or Resolution No. 22-021 because of the retroactive punitive effect of the legislation. A retroactive law, is a law that looks backwards or contemplates the past, affecting acts or facts that existed before the act came in effect (Black's Law Dictionary, 7th Edition, pg. 1318). When a law would increase the punishment or worsen the burden on an individual it is referred to as a "ex post facto" law and is generally prohibited by both Alaska and the U.S. Constitution. This is found most often in criminal law legislation. However, Alaska Constitution Article 15 'Prohibited State Action' states that: *'No bill of attainder or ex post facto law shall be passed. No law impairing the obligation of contracts, and no law making any irrevocable grant of special privileges or immunities shall be passed. No conviction shall work corruption of blood or forfeiture of estate.'* I have not conducted a in depth constitutional analysis of the proposed legislation and am available to pursue that should the council request it. However, this proposal as currently drafted is a retroactive law and most likely may be held unconstitutional.

### *Retroactive Punitive Effect:*

Specifically, if approved Ordinance No. 22-021 becomes effective immediately and places a two-year bar on any individual who has been recalled. Even though the draft of the ordinance does not contain retroactive language, the practical application of this ordinance has a narrow retroactive punitive effect on those individuals who were recalled in the February 2022 election. This situationally creates a retroactive punitive effect. If passed by the City Council, the City Attorney is concerned about the possibility of future legal challenges this may create on behalf of the City. Similarly, Resolution No. 22-021 has the same issue as stated above. Even if this resolution is passed by the Council and placed upon a ballot and passed by the people at an election in October 2022, the situational punitive effect is still in play based upon the two-year time frame of the resolution. As such this ordinance and resolution has a narrow and targeted punitive effect on those individuals relating to a past action.

### *Retroactive Altered Question to voters on the Recall Election of Febuary 2022:*

The other concern regarding both Ordinance No. 22-004, Resolution No. 22-021 individually or approved together, places a retroactive additional limitation of the Recall 2022 election which was NOT explained or given to the voters at the time of the election. Should either the ordinance or the resolution be passed, a question is then created which could challenge the validity of the recall vote: 'Would Palmer voters have cast the same ballot during the Recall Election if they knew that in addition to being recalled the individuals would also be barred from any city elected or appointed office for two years?' This additional punitive effect may have altered the voter's mindset at the Febuary election and at minimum casts doubt on the outcome of the recall vote.



**City of Palmer  
Resolution No. 22-021**

**Subject:** A Resolution of the Palmer City Council Submitting the Question of Amending Charter Section 2.2 Eligibility for Elective Office, to the City's Qualified Voters at the October 4, 2022, City of Palmer Election

**Agenda of:** July 26, 2022

**Council Action:**     **Approved**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:**    City Council

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ \_\_\_\_\_

This legislation (√):

- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- Creates expenditure in the amount of:                      \$ \_\_\_\_\_
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): \_\_\_\_\_
- Not budgeted                      \_\_\_\_\_

Director of Finance Signature: \_\_\_\_\_

**Approved for Presentation By:**

	<b>Signature:</b>	<b>Remarks:</b>
City Manager	_____	_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. Resolution No. 22-021

**Summary Statement/Background:**

A Resolution of the Palmer City Council Submitting the Question of Amending Charter Section 1.10 Notice to City of Claim for Injuries, and Charter Section 4.8 Council Action, to the City's Qualified Voters at the October 4, 2022, City of Palmer Election

**LEGISLATIVE HISTORY**

Introduced by: City Council

Date: 7/28/2022

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Resolution No. 22-021**

**A Resolution of the Palmer City Council Submitting the Question of Amending Charter Section 2.2 Eligibility for elective office, to the City’s Qualified Voters at the October 4, 2022, City of Palmer Election**

Whereas, Section 14.2 of the Charter of the City of Palmer provides that the Charter may be amended by proceedings commenced by the vote of four members of the Council; and

Whereas, Section 14.3 of the Charter of the City of Palmer provides that when an amendment to the Charter is proposed by the Council, it shall be submitted to the qualified voters of the City at any election to be held in the City not less than 60 days after its proposal by the Council; and

Whereas, on May 3, 2022, the City of Palmer certified the Special Election results of the voter-initiated recall of elected officials for grounds of misconduct in office; and

Whereas, a voter initiated recall is acting as a Referendum in this instance, as it is the final opinion of the voters on this subject; and

Whereas, results of these voter initiated decision are binding on the governing body and may not be changed for two years.

Whereas, at least four members of the Council of the City of Palmer have determined that it is in the best interest of the City and its residents that the Charter of the City of Palmer should be amended as set forth below.

Now, Therefore, Be It Resolved by the City Council of the City of Palmer, that:

Section 1. At the City of Palmer election to be held on October 4, 2022, the following proposition shall be submitted to the qualified City of Palmer voters in substantially in the following form:

**PROPOSITION NO. 1**

AMENDMENT OF THE PALMER CITY CHARTER, CHAPTER II, SECTION 2.2

Shall Chapter II, Section 2.2 of the Charter of the City of Palmer be amended by adding Section (d) to read as follows (new language is **underlined** and **bolded** and deleted language is ~~stricken~~ and [bracketed]):

**(d) No person who has been recalled from an office or who has resigned from office while recall proceedings were pending against them shall be deemed eligible for all city offices, boards and commissions for two years from the end of the designated term for removal by recall or resignation.**

Proposition No. 1      Yes ( )      (A yes vote adds the language).  
   No ( )      (A no vote does not add the language).

Section 2. This Resolution shall take effect immediately upon its adoption. The amendments set forth in Sections 1 shall become effective upon its approval by a majority of the qualified voters voting on the question at the election of October 4, 2022, and the filing of the amendment as provided in Section 14.7 of the Charter of the City of Palmer, provided that the filing may be made with the Lieutenant Governor in lieu of the Secretary of State of Alaska.

Passed and approved by the City Council of the City of Palmer, Alaska, this \_\_\_\_ day of July, 2022.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk

**City of Palmer  
Resolution No. 22-005 A**

**Subject:** Amending the 2022 City of Palmer Budget for the Fiscal Year Ending December 31, 2022

**Agenda of:** July 26, 2022

**Council Action:**     **Approved**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:**    Gina Davis, Finance Director

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **Total Net Decrease \$30,477 (GF \$28,056; WS \$2,421)**

This legislation (√):


- Creates revenue in the amount of:                      \$ 17,129
- Creates expenditure in the amount of:                      \$ 47,606
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): Various Accounts see Resolution
- Not budgeted

Director of Finance Signature: 

**Approved for Presentation By:**

	<b>Signature:</b>	<b>Remarks:</b>
City Manager		_____
City Attorney		_____
City Clerk		_____

**Attachment(s):**

1. Resolution No. 22-005 A

**Summary Statement:**

The mid-year budget amendment adjusts revenues and expenditures/expenses for additional revenue received, grants, reimbursed expenditures, and budget adjustments.

The General Fund (01) revenue adjustments include the following:

- Increase to library grants for educational grant
- Increase to the Volunteer Fire Assistance Grant this is remaining grant funds from 2021 that were not spent due to delays in the supply chain
- Increase to Community Services miscellaneous income for a safety grant received
- Increase to Public Safety miscellaneous income for reimbursements for cancelled training, reimbursed training, evidence forfeitures, safety grant received and bullet proof vest grant reimbursement

The General Fund (01) expenditures adjustments include the following:

- Increase in the City Manager's budget for additional IT costs
- Increase in Community Development budget for consulting services for a community discussion related to improvements in the downtown railroad right-of-away with council approved action memorandum 22-038
- Increase in fire department budget for the remaining Volunteer Fire Assistance grant funds not spent in 2021 due to the supply chain
- Decrease in Public Works Park and Recreation budget due to some of the duties for parks moving to Community Services Park and Recreation
- Increase in Community Services Park and Recreation for Safety Grant received
- Increase in Library budget for grant funds for training purposes
- Increase in Community Services Park and Recreation budget for park maintenance

The Water-Sewer Fund (02) has an increase of \$2,421 for the additional expenses for additional grant funds received from the State of Alaska from the Coronavirus Local Fiscal Recovery Fund.

The General CIP Projects Fund (08) has an increase in revenue of \$1,000 from the Mat-Su Foundation of Health and Wellness for a grant received with corresponding expenditure for concept development of the Library sidewalk and courtyard. City Council approved Action Memorandum 22-012 on February 8, 2022.

The Water-Sewer Capital Projects Fund (24) has an increase in revenue of \$4,842 for additional State of Alaska Coronavirus Local Fiscal Recover Fund award with corresponding expense for the wastewater treatment plant facility phase 2 project.

**Administration's Recommendation:**

Approve Resolution No. 22-005 A



**LEGISLATIVE HISTORY**

Introduced by: City Manager, Moosey  
Date: July 26, 2022  
Public Hearing: July 26, 2022  
Action:  
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

**Resolution No. 22-005 A**

**A Resolution of the Palmer City Council Amending the Budget for the City of Palmer, Alaska for the Fiscal Year Ending December 31, 2022**

WHEREAS, at the July 26, 2022, council meeting the manager presented budget amendments and the City Council approved increasing the General Fund (01) revenues by \$17,129 and increasing General Fund (01) expenditures by \$45,185 a net decrease of 28,056; and

WHEREAS, at the July 26, 2022, council meeting the manager presented budget amendments and the City Council approved increasing the Water-Sewer Fund (02) expenses by \$2,421 for a net decrease of \$2,421; and

WHEREAS, at the July 26, 2022, council meeting the manager presented budget amendments and the City Council approved increasing the General CIP Projects Fund (08) revenues by \$1,000 and increasing the General CIP Projects Fund (08) expenditures by \$1,000; and

WHEREAS, at the July 26, 2022, council meeting the manager presented budget amendments and the City Council approved increasing the Water-Sewer Capital Projects Fund (24) revenue by \$4,842 and increasing Water-Sewer Capital Projects Fund (24) expenses by \$4,842.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby amends the 2022 budget as follows:

Line item description	Current 2022 Budget	Proposed Amendment	Amended 2022 Budget
<b>GENERAL FUND (01)</b>			
<b>General Fund (01) Revenues:</b>			
01-00-00-3343 Library Grants	\$ 18,000	\$ 225	\$ 18,225
01-00-00-3344 Vfa – Fire Grant	\$ 5,000	\$ 4,149	\$ 9,149
01-00-00-3688 Misc Income – Comm Service	\$ 0	\$ 811	\$ 811
01-00-00-3689 Misc Income – Public Safety	\$ 0	\$ 11,944	\$ 11,944
<b>TOTAL GENERAL FUND REVENUE AMENDMENTS</b>		<b>\$ 17,129</b>	
<b>General Fund (01) Expenditures:</b>			
<b>City Manager Department:</b>			
01-01-05-6096 Computer Services	\$ 145,000	\$ 16,000	\$ 161,000
<b>Total City Manager Department Amendments</b>		<b>\$ 16,000</b>	
<b>Community Development Department:</b>			
01-01-12-6071 Community Planning	\$ 15,000	\$ 20,000	\$ 35,000

Line item description	Current 2022 Budget	Proposed Amendment	Amended 2022 Budget
<b>Total Community Development Department Amendments</b>		\$ 20,000	
<b>Fire Department:</b>			
01-13-10-6046 Small Tools & Equipment	\$ 18,875	\$ 4,149	\$ 23,024
<b>Total Fire Department Amendments</b>		\$ 4,149	
<b>Public Works Park &amp; Rec Department:</b>			
01-17-90-6012 Benefits	\$ 34,298	\$ (3,746)	\$ 30,552
01-17-90-6013 PT Salaries	\$ 67,076	\$ (33,538)	\$ 33,538
01-17-90-6034 Water/Sewer/Garbage	\$ 700	\$ (700)	\$ 0
01-17-90-6044 Operating Supplies	\$ 15,000	\$ (7,500)	\$ 7,500
01-17-90-6045 Repair & Maintenance	\$ 15,000	\$ (7,500)	\$ 7,500
<b>Total Public Works Department Amendments</b>		\$ (52,984)	
<b>Library:</b>			
01-19-27-6026 Training (grant funded)	\$ 1,180	\$ 225	\$ 1,405
<b>Total Library Amendments</b>		\$ 225	
<b>Community Services Parks &amp; Rec Department:</b>			
01-19-90-6012 Benefits	\$ 34,298	\$ 3,746	\$ 38,044
01-19-90-6013 PT Salaries	\$ 0	\$ 33,538	\$ 33,538
01-19-90-6034 Water/Sewer/Garbage	\$ 0	\$ 700	\$ 700
01-19-90-6035 Fuel	\$ 0	\$ 4,000	\$ 4,000
01-19-90-6044 Operating Supplies	\$ 1,000	\$ 8,311	\$ 9,311
01-19-90-6045 Repair & Maintenance	\$ 0	\$ 7,500	\$ 7,500
<b>Total Community Services P&amp;R Department Amendments</b>		\$ 57,795	
<b>TOTAL GENERAL FUND EXPENDITURES AMENDMENTS</b>		\$ 45,185	
<b>WATER-SEWER FUND (02)</b>			
<b>Expenses:</b>			
02-01-50-6078 Transfers Out	\$ 1,276,390	\$ 2,421	\$ 1,278,811
<b>TOTAL WATER-SEWER FUND EXPENSES AMENDMENTS</b>		\$ 2,421	
<b>GENERAL CIP PROJECTS FUND (08)</b>			
<b>Revenues:</b>			
08-00-00-3633 Library Grants	\$ 0	\$ 1,000	\$ 1,000
<b>TOTAL GENERAL CIP PROJECTS FUND REVENUE AMENDMENTS</b>		\$ 1,000	
<b>Expenditures:</b>			
08-01-10-7178 Library Sidewalk Project	\$ 70,000	\$ 1,000	\$ 71,000
<b>TOTAL GENERAL CIP PROJECTS FUND EXPENDITURES AMENDMENTS</b>		\$ 1,000	
<b>WATER-SEWER CAPITAL PROJECTS FUND (24)</b>			
<b>Revenues:</b>			
24-00-00-3380 CSLFRF Grant Revenue	\$ 0	\$ 2,421	\$ 2,421
24-00-00-3683 Transfer to Other Funds Construction	\$ 899,910	\$ 2,421	\$ 902,331
<b>TOTAL WATER SEWER CAPITAL PROJECTS REVENUE AMENDMENTS</b>		\$ 4,842	
<b>Expenses:</b>			
24-53-43-6228 City CSLFRF Funds	\$ 899,910	\$ 4,842	\$ 904,752
<b>TOTAL WATER SEWER CAPITAL PROJECTS FUND EXPENSE AMENDMENTS</b>		\$ 4,842	

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk



**City of Palmer  
Ordinance No. 22-004**

**Subject:** Amending the Palmer Municipal Code Title 2, Section 2.04.031 and 2.05.020 Pertaining to Eligibility of Council Members and the Mayor

**Agenda of:** June 14, 2022

**Council Action:**     **Adopted**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:**    Council Members Best and Melin

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ \_\_\_\_\_

- This legislation (√):
- Creates revenue in the amount of:                      \$ \_\_\_\_\_
  - Creates expenditure in the amount of:                      \$ \_\_\_\_\_
  - Creates a saving in the amount of:                      \$ \_\_\_\_\_
  - Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): \_\_\_\_\_
- Not budgeted                      \_\_\_\_\_

Director of Finance Signature: \_\_\_\_\_

**Approved for Presentation By:**

	<b>Signature:</b>	<b>Remarks:</b>
City Manager	_____	_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. Ordinance No. 22-004

**Summary Statement/Background:**

The City of Palmer Council certified the election results of the voter-initiated recall of elected officials for grounds of misconduct in office.

Amending PMC 2.04.031 and 2.05.020 would prevent a person who has been recalled from an office or who has resigned from office while recall proceedings were pending against them shall be deemed ineligible for all city offices, boards, and commissions for two years from the end of the designated term for removal by recall or resignation.

**Administration's Recommendation:**

Adopt Ordinance No. 22-004.

**LEGISLATIVE HISTORY**

Introduced by: Council Members Best and Melin  
Date: 6/14/2022  
Public Hearing: 6/28/2022  
Action: Amended 6/28//2022  
Vote:

Yes: \_\_\_\_\_ No: \_\_\_\_\_

CITY OF PALMER, ALASKA

**Ordinance No. 22-004**

**An Ordinance of the Palmer City Council Amending PMC 2.04.031 and PMC 2.05.020 Pertaining to Eligibility of Council Members and the Mayor**

WHEREAS, on May 3, 2022, the City of Palmer certified the Special Election results of the voter-initiated recall of elected officials for grounds of misconduct in office; and

WHEREAS, a voter initiated recall is acting as a Referendum in this instance, as it is the final opinion of the voters on this subject; and

WHEREAS, results of these voter initiated decision are binding on the governing body and may not be changed for two years.

THE CITY OF PALMER, ALASKA, ORDAINS:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provisions of this ordinance or application thereof to any person or circumstances are held invalid, the remainder of this ordinance and the application to the other persons or circumstances shall not be affected thereby.

Section 3. Palmer Municipal Code Section 2.04.031 is hereby amended to read as follows (new language is underlined and deleted language is stricken):

(c) No person who has been recalled from an office or who has resigned from office while recall proceedings were pending against them shall be deemed eligible for all city offices, boards and commissions for two years from the end of the designated term for removal by recall or resignation.

Section 4. Palmer Municipal Code Section 2.05.020 is hereby amended to read as follows (new language is underlined and deleted language is stricken):

(c) No person who has been recalled from an office or who has resigned from office while recall proceedings were pending against them shall be deemed eligible for all city offices, boards and commissions for two years from the end of the designated term for removal by recall or resignation.

Section 4. Effective Date. Ordinance No. 22-004 shall take effect upon adoption by the city of Palmer City Council.

**Passed and approved** this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly Acteson, CMC, City Clerk